



**Jefferson County Development Authority
Board of Directors Regular Meeting
Tuesday, November 18, 2025
3:00 p.m.**

This meeting will be held in a hybrid format via Zoom and in person at the
Jefferson County Public Services Building Conference Room
1948 Wiltshire Rd., Kearneysville, WV 25430

Join Zoom Meeting

<https://us02web.zoom.us/j/83003238699?pwd=HsJXp8eXXvi0lnguNXeaMfaojSoLvm.1>

Meeting ID: 830 0323 8699

Passcode: 095242

AGENDA

- 1. Call to order**
- 2. Roll call and determination of a quorum**
- 3. Approval of October 2025 Minutes**
- 4. Approval of October 2025 Treasurer's Report**
- 5. Presentation of October 2025 Marketing Metrics Report**
- 6. Public comment- up to 10 minutes, 2 minutes per individual**
- 7. Old Business**
 - a. JCDA Strategic Plan and RFP for Strategic Planning Services
 - b. JCDA 2026 Legislative Priorities
 - i. County Commission Joint Priorities
 - ii. JCDA Organizational Priorities
 - c. Sports Complex/ Convention Center Development
 - i. Referral for further consideration to Parks and Recreation
- 8. New Business**
 - a. Spring 2026 Fellow Selection
 - b. 2026 Board of Directors Meeting Schedule
 - c. Governmental Efficiency Review: Establishment of a Working Group to Identify and Address Barriers to Economic Development within Jefferson County Government
 - d. Review of Charles Town Utility Board Capacity and Fee Revisions and the Corresponding Regional Development Impacts
- 9. Director's Report**
- 10. Member Comment**
- 11. Adjournment**