

## **ECONOMIC DEVELOPMENT AUTHORITY MINUTES OF APRIL 8, 2014**

At a meeting of the Economic Development Authority held on the 8<sup>th</sup> day of April 2014, in the Accomack County Airport Conference Room, in Melfa, Virginia.

### **1. CALL TO ORDER**

#### **A. MEMBERS PRESENT AND ABSENT**

##### **Economic Development Authority Members Present:**

Mr. John LeCato, Chairman

Mr. Calvert Seybolt

Ms. Shirley Zamora

Ms. Irene Davis

Ms. Ira Ashby-Hope

##### **Economic Development Authority Members Absent:**

Mr. Robert Bloxom

Mr. Wesley Edwards

##### **Others Present:**

Mr. Rich Morrison, Director of Planning and Community Development

Ms. Kristen Tremblay, Assistant Planner

Ms. Dana Bundick, Accomack County Treasurer

#### **B. DETERMINATION OF A QUORUM**

There being a quorum, the meeting was called to order at 9:05 a.m.

### **2. PUBLIC COMMENT PERIOD**

The floor was opened for the public comment period. No one signed up or requested to speak.

### **3. MINUTES**

#### **A. March 11, 2014**

**On a motion made by Ms. Zamora and seconded by Mr. Seybolt, the Economic Development Authority voted to approve the minutes of March 11, 2014 as presented.**

### **4. TREASURER'S REPORT**

**A. At this time the treasurer is absent, and has not submitted any documents to the Chairman.**

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### **5. INFORMATIONAL REPORTS FROM CHAIRMAN AND MEMBERS**

#### **A. Mr. John LeCato, Chairman**

Chairman LeCato received a check and letter from Scott Parsons of the Virginia Small Business Administration for the bonding in the amount of \$252.25 to be deposited into the EDA account, which is 7.3% of the total project. At its March 11, 2014 meeting Mr. Wesley Edwards questioned the amount, however due to his absence, the Chairman cannot make a comment at this time.

Chairman LeCato has reviewed the Budget and stated that it appears to be in order; the only difference was the deposit from the Board of Supervisors for advertising.

Chairman LeCato notes that he received a letter from the insurance company McCaleb & Metzler for the commercial property insurance on Truss Tech. It was likely intended that the EDA must keep a copy of the insurance on file as proof that Truss Tech is bonded.

Chairman LeCato reports that he received a letter from the County Attorney stating that Mr. Bloxom is allowed to remain on the EDA.

#### **B. Ms. Shirley Zamora**

Ms. Zamora has nothing to report at this time.

#### **C. Mr. Calvert Seybolt**

Mr. Seybolt reports that Mr. Robert Bloxom would not have to resign from the EDA as a result of his new appointment, and that the EDA attendance requirements can be waived.

Mr. Seybolt mentions that there have been rumors that the Ukrainian private contractors are being asked to leave the post.

Mr. Seybolt reports that he spoke with Steve Parker from The Nature Conservancy, who relayed that he spoke with Fish and Wildlife to discuss with them when would be the best strategic time to release the CDP document.

#### **D. Ms. Irene Davis**

Ms. Davis has nothing to report at this time.

#### **E. Ms. Ashby-Hope**

Ms. Ashby-Hope has nothing to report at this time.

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### **6. MARKETING STRATEGIES**

Ms. Irene Davis reported to the EDA that the marketing is just about done, and reminded Mr. Morrison about the Wallops Master Plan, and information about the Community College that she needs to complete the packet.

The Company that gave the lowest quote will continue to stand by its bid, and materials will be sent to the Planning office then distributed. Discussion ensued about the cost of rack cards in some places such as the Chesapeake Tunnel Bridge. Discussion ensued about good magazines to target for more coverage.

### **7. STAFF REPORT**

Mr. Morrison reported that the YMCA has indicated that they want to borrow again. The EDA has agreed to help.

Mr. Morrison informed the EDA that the Chamber is requesting whether or not the EDA would have any objections to hosting a large event next spring at the airport for flying events and surrounding roads for use by vendors. The EDA agreed unanimously that there were no objections.

Mr. Morrison informed the EDA that the County Enterprise Zones are ending after 15 years, and reminded the EDA that the Industrial Park is also included in this zone. The County is intending to apply for a joint Enterprise Zone with Northampton County. Mr. Morrison asked the EDA to vote on what incentives they wish to offer to apply for inclusion in the Enterprise Zone. The EDA agreed to the following incentives:

1. Give land discounts based on job creation investment and the parcel size that the company is interested in.
2. If between one to four (1-4) jobs are created within the Industrial Park, the EDA will give a job grant in a one-time payment.
3. The sewer and water hookup rates within the Industrial Park will be promoted as a comparable rate to those other service areas in which a company may consider locating.

Ms. Dana Bundick, Accomack County Treasurer, reported to the EDA about the EDA's bank account change. Discussion ensued.

Mr. Morrison offered to ask Mr. Mike Mason to attend the next meeting of the EDA to explain what the change in bank services means in further detail. Ms. Dana Bundick also offered to be in attendance as well.

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**8. CLOSED SESSION**

**Chairman LeCato read a proposed motion to go into closed session pursuant to Section 2.2-3711.5 of the Code of Virginia. Ms. Ashby-Hope moved the motion and Mr. Seybolt seconded it. The motion passed unanimously.**

At the conclusion of the closed session, the door was opened and Chairman LeCato declared the meeting open to the public.

**9. CERTIFICATION OF CLOSED SESSION**

To reconvene in open session, a roll call vote was taken pursuant to Section 2.2-3712-D of the Code of Virginia immediately after reconvening in Open Meeting, at which time each member certified by his vote that (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) 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 meeting by the public body:

Mr. LeCato	aye
Ms. Ashby-Hope	aye
Mr. Seybolt	aye
Ms. Zamora	aye
Ms. Davis	aye

**10. NEXT MEETING**

The next meeting is scheduled for Tuesday, May 13, 2014 at 9:00 a.m. in the Airport Conference Room.

**11. ADJOURMENT**

**On a motion made by Ms. Zamora, and seconded by Ms. Ashby-Hope, the Economic Development Authority voted to adjourn the meeting at 10:40 a.m.**