

ECONOMIC DEVELOPMENT AUTHORITY MINUTES OF FEBRUARY 9, 2016

At a meeting of the Economic Development Authority held on the 9th day February 2016, 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. Wesley Edwards

Ms. Shirley Zamora

Mr. C. Ray Davis

Ms. Ira Ashby-Hope

Economic Development Authority Members Absent:

Mr. Robert Bloxom, Vice Chairman

Mr. Calvert Seybolt

Others Present:

Mr. Rich Morrison, Director of Planning and Community Development

Ms. Kristen Tremblay, Assistant Planner

Mr. Paul Muhly, Board of Supervisors' Liaison, District 4

Mr. Harris Phillips, Board of Supervisors' Liaison, District 5

B. DETERMINATION OF A QUORUM

There being a quorum, the meeting was called to order at 9:02 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. January 19, 2016

Mr. Edwards stated that item #6 is not clear and may not be correct; request was made to strike the word *maintenance*.

On a motion made by Mr. Edwards and seconded by Ms. Zamora, the Economic Development Authority voted to approve the minutes January 19, 2016 as amended.

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4. TREASURER'S REPORT

Mr. Edwards, Treasurer, reported that he deposited a check in the amount of \$4,555. This brings the current balance to \$35,161.59. All bills that have been submitted are paid to date.

On a motion made by Ms. Ashby-Hope and seconded by Mr. Davis, the Economic Development Authority voted to approve the Treasurer's report. All ayes.

5. FROM CHAIRMAN AND MEMBERS

A. Ms. Zamora

Ms. Zamora made the announcement that this would be her last meeting; she has declined to be reappointed. Ms. Zamora noted that the Board of Supervisors has made the decision to only allow two-terms for members.

Ms. Zamora thanked staff and EDA members and stated that she has enjoyed serving. Ms. Zamora was thanked for her eight (8) years of service.

Ms. Zamora began discussion about the joint meeting with Northampton County. She reported that she and Eddie McSwain had discussed and drafted a survey to give to business owners to see how the Community College and Workforce Development could help find out what employees are lacking (i.e. ability to change, presence or language with customers, technical skill). Ms. Zamora offered to still draft questions and email to staff. Mr. Edwards stated that the Stronger Economics Together (SET) committee has also discussed this topic.

Discussion ensued.

B. Mr. Edwards

Mr. Edwards has nothing to report at this time.

C. Mr. Seybolt

Mr. Seybolt reported that the Chincoteague movie theater has paid off its mortgage.

D. Mr. Davis

Mr. Davis has nothing to report at this time.

E. Ms. Ashby-Hope

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

F. Chairman LeCato

Chairman LeCato reported that he has spoken with Dr. Linda Glover, President of the Eastern Shore Community College, and she will attend the joint Quarterly meeting with Northampton County Industrial Development Authority (IDA) on April 12, 2016 at 10:30 a.m. The meeting will be held at the Chamber of Commerce. Dr. Glover will

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provide the EDA with a breakdown of programs that they offer at the joint meeting. EDA members and Chairman LeCato discussed the status of a potential business coming to the park and a new business interested in purchasing land for new construction. Both businesses require a stoplight, which Chairman LeCato has also discussed with Dr. Glover; both will be speaking with their Supervisors.

Mr. Morrison recommended having a VDOT representative attend the next EDA meeting. Chairman LeCato requested that staff invite a liaison from VDOT attend a future meeting in regard to this topic.

Chairman LeCato also noted that in regard to the EB5 information received at the last joint IDA meeting, he has begun research, but still has questions. Chairman LeCato stated that it is a work in progress and he will provide a report to the EDA once he has had his questions answered.

Chairman LeCato informed the EDA members that he has received a letter from Mr. Muhly and Mr. Phillips stating that they have been appointed as liaisons.

Mr. Muhly recommended (in reference to Ms. Zamora's earlier statement) that she reach out to the owners of Island Creamery on Chincoteague as they hire local students as their summer staff and tend to provide good customer service.

It was also recommended that they reach out to the McDonald's on Chincoteague as they do not seem to hire local students from the island.

Discussion ensued in regard to the Baysys building in Accomac. Mr. LeCato requested that staff find out if the lot with the building is still for sale.

G. Mr. Morrison

Mr. Morrison reported that at the next meeting the EDA should expect to have someone request that they turn on the light on their sign.

Discussion ensued in regard to poultry, applications and permits.

6. STAFF REPORT

Chairman LeCato informed the EDA that the grass cutting position has not been filled. He does not expect it to be filled prior to March. Mr. Muhly inquired about the position and equipment previously purchased.

7. MARKETING STRATEGIES

It was noted for the minutes that the EDA had offered a joint marketing effort to Northampton County at the joint meeting on January 19, 2016.

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Mr. Morrison explained that minutes from the joint meeting were not available, because the internal agreement was that the hosting County would produce the minutes for joint meetings and adjust accordingly. Northampton did not have minutes ready prior to the meeting. Each board will still need to adopt the minutes separately.

8. OTHER BUSINESS

Ms. Zamora recommended that someone take the initiative to fill her vacating position.

Discussion ensued regarding the process to fill the position. It was noted that this topic was on the Board's agenda for their next meeting.

9. 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 Mrs. Zamora seconded it. The motion passed unanimously.

At the conclusion of the closed session, the door was opened and Chairman LeCato asked for a roll call vote to go back into public session. All Ayes.

10. NEXT MEETING

The next meeting is scheduled for Tuesday, March 8, 2016 at 9:00 a.m. at the Accomack County Airport Conference room.

The next joint meeting of the Economic Development Authority and the Northampton Joint Industrial Development Authority is scheduled for Tuesday, April 12, 2016 at 10:30 a.m. at the Eastern Shore Chamber of Commerce in Melfa.

11. ADJOURNMENT

On a motion made by Ms. Zamora and seconded by Ms. Ashby-Hope, the Economic Development Authority voted to adjourn the meeting at 10:55 a.m.

Mr. John LeCato, Chairman