

ECONOMIC DEVELOPMENT AUTHORITY MINUTES OF NOVEMBER 14, 2017

At a meeting of the Economic Development Authority held on the 14th day of November 2017, 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. Wesley Edwards, Chairman
Ms. Stella Rohde, Vice Chairwoman
Mr. Calvert Seybolt, Treasurer
Ms. Ira Ashby-Hope
Mr. C. Ray Davis
Mr. Robert Bloxom
Mr. Andy Mason

Members Absent:

None

Others Present:

Mr. Harrison Phillips
Mr. Paul Muhly
Ms. Julie Wheatley, Recording Secretary

B. DETERMINATION OF A QUORUM

There being a quorum, the meeting was called to order at 8:55 a.m.

2. ADMINISTRATION of OATHS

Accomack County Clerk of the Court, Samuel H. Cooper, Jr. administered oaths to all members of the Accomack County Economic Development Authority as follows:

<u>Date Appointed</u>	<u>Term Ends or Renews</u>	<u>New Term Ends</u>
Calvert Seybolt	1/15/2014	2/18/2018
Iravon Ashby-Hope	2/19/2014	2/18/2018
C. Ray Davis	1/12/2015	2/18/2019
Wesley Edwards	2/14/2015	2/18/2019
Robert S. Bloxom	2/17/2016	2/18/2020
Stella Rohde	2/17/2016	2/18/2020
Andy Mason	2/18/2017	2/18/2021

Signed originals of the oaths remained with the members and a complete set was returned to the County Clerk's office for recordation.

ECONOMIC DEVELOPMENT AUTHORITY MINUTES OF NOVEMBER 14, 2017

3. RATIFICATION OF PREVIOUS BOARD ACTIONS

A motion was made Ms. Rohde, “I move that this board now ratify all actions taken by the previous EDA boards.” It was seconded by Ms. Ashby-Hope and the vote to accept the motion was unanimous.

4. PUBLIC COMMENT PERIOD

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

5. MINUTES

A. September 12, 2017

On a motion made by Ms. Ashby-Hope and seconded by Mr. Seybolt, and the Economic Development Authority voted to approve the September 12, 2017 minutes as presented.

B. Cancellation of October 10, 2017 meeting for lack of quorum was acknowledged.

6. TREASURER’S REPORT

Mr. Seybolt stated he had received no bank statements to date. Ms. Wheatley stated she would take action to follow up on that. Mr. Seybolt discussed three outstanding requests from the county for reimbursement.

i. 2017-03	\$641.07	4/17/17
ii. 2017-04	\$1,058.70	7/19/17
iii. 2018-01	<u>\$1,500.23</u>	10/17/17
	\$3,200.00	

Ms. Wheatley read from the MOU agreement effective 9/14/11: On a quarterly basis, the County will seek reimbursement from the EDA for payments made on its behalf. A ‘reimbursement request’ will be sent to the EDA that list (sic) all disbursements made by the County. The EDA may wish to place approval of this request on its normal meeting agenda.” Mr. Seybolt processed the requests at the meeting. Ms. Wheatley took the action to return them to Accomack County Accounting.

Chairman Edwards then explained the process for drawdowns of budgeted funds.

7. INFORMATIONAL REPORT FROM CHAIRMAN AND MEMBERS

A. Mr. Bloxom

Mr. Bloxom stated the \$20M needed for a satellite processing facility on Wallops Island had come through. A 200 room hotel project may result from recent Cape Charles harbor real estate transactions.

B. Ms. Rohde

Ms. Rohde had nothing to report at this time.

ECONOMIC DEVELOPMENT AUTHORITY MINUTES OF NOVEMBER 14, 2017

C. Mr. Seybolt

Mr. Seybolt had nothing to report at this time.

D. Mr. Davis

Mr. Davis has nothing to report at this time.

E. Ms. Ashby-Hope

Ms. Ashby-Hope stated she would hold her comments for a later agenda item.

F. Chairman Edwards

Mr. Edwards had nothing to report at this time.

8. STAFF REPORT

Ms. Wheatley reported on the proposed traffic signal at the intersection of Parkway and Rt. 13. VDOT update: The project is currently going through scoping and site survey. Funding has been accelerated and we anticipate construction sometime in 2018. As the project progresses, a more definitive timeline will be created.

9. NEW BUSINESS

A. Taylor Property 101-5-A16

The owners of parcel 101-5-A16, having listed the property for sale, received a viable contract from Franklin Mechanical Contractors, Inc. According with the Accomack Airport Industrial Park covenants section 17, the EDA is required to vote on exercising the option to repurchase real estate prior to transfer of ownership. After discussion and correspondence from the prospective owner dated 11/6/17 was read, a motion was made by Mr. Edwards and seconded by Mr. Seybolt stating the EDA does not desire to exercise its option to repurchase the property as outlined in Section 17 of the covenants.

Record of the vote:

Mr. Seybolt: Yes, Mr. Edwards: Yes, Ms. Ashby-Hope: Yes, Mr. Davis: Yes, Mr. Bloxom: Yes, Ms. Rohde: Yes, Mr. Mason: Yes

B. VEDP Spec Building Statistics

In response from staff, John Loftus from the Virginia Economic Development Partnership (VEDP) submitted a page of information relating to statewide "Proposed Building Sizes 2015-2016." Discussion included optimal EDA involvement and placement of speculative buildings. Ms. Ashby-Hope presented Chairman Edwards with correspondence template to be utilized as letterhead for the EDA.

ECONOMIC DEVELOPMENT AUTHORITY MINUTES OF NOVEMBER 14, 2017

C. Industrial Park Covenants Discussion

The EDA tabled the discussion until its December 12, 2017 meeting.

D. Wallops Research Park Covenants Discussion

The EDA tabled the discussion until its December 12, 2017 meeting.

E. By-laws Discussion

The EDA tabled the discussion until its December 12, 2017 meeting. Ms. Wheatley took action to circulate the by-laws and covenants to the membership prior to the next meeting.

10. OTHER MATTERS

There were no other matters reported.

11. CLOSED SESSION

A motion was made by Ms. Ashby-Hope to convene in closed session pursuant to Section 2.2-3711.5 of the Code of Virginia for the discussion concerning prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the businesses or industry's interest in locating or expanding its facilities in the community. The motion was seconded by Ms. Rohde and the Authority convened in closed meeting at 10:47 a.m.

At 10:58 a.m. the public was readmitted to the meeting. The motion was made to reconvene by Mr. Mason. Ms. Ashby-Hope seconded the motion stating that only public business matters lawfully exempted from the open meeting requirements of the Freedom of Information Act and identified in the motion to convene in closed meeting were heard, considered, or discussed in the closed meeting.

Record of the vote:

Mr. Seybolt: Yes, Mr. Edwards: Yes, Ms. Ashby-Hope: Yes, Mr. Davis: Yes, Mr. Bloxom: Yes, Ms. Rohde: Yes, Mr. Mason: Yes

Upon reconvening, Mr. Seybolt made a motion which was seconded by Ms. Ashby-Hope to authorize Chairman Edwards to meet with County Attorney Cela Burge for legal advice referencing default, collection of debt owed plus timber value of property within the Accomack Airport Industrial Park.

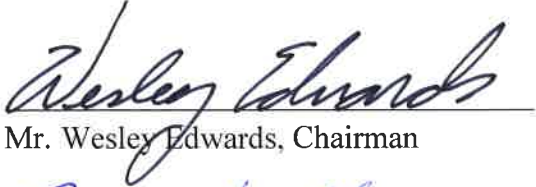
12. NEXT MEETING

The next regular Economic Development Authority meeting is scheduled for Tuesday, December 12, 2017 at 9:00 a.m. at the Accomack County Airport Conference Room, in Melfa, Virginia.

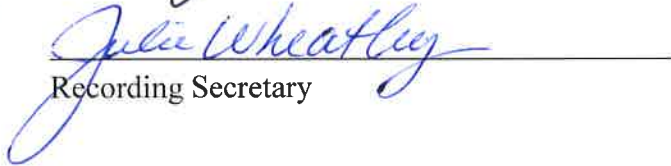
ECONOMIC DEVELOPMENT AUTHORITY MINUTES OF NOVEMBER 14, 2017

13. ADJOURNMENT

On a motion made by Ms. Rohde and seconded by Mr. Mason, the Economic Development Authority to adjourn the meeting at 11:00 a.m. All were in favor.



Mr. Wesley Edwards, Chairman



Recording Secretary