

MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
| THURSDAY, DECEMBER 3, 2015 |

A meeting of the Frederick County Economic Development Authority was held on Thursday, December 3, 2015, at 8:00A.M. in the County Administration Building, First Floor Conference Room, 107 North Kent Street, Winchester, Virginia.

PRESENT: Stan Crockett, Dennis McNutt, John Riley, Doug Rinker, James Longerbeam, and Gary Lofton

STAFF: Patrick Barker, Frederick County Economic Development Authority, Brenda Garton, Frederick County Administrator, and Michael Bryan, Attorney

MEETING CALLED TO ORDER: Chair Crockett called the meeting to order at 8:00 a.m.

APPROVAL OF MINUTES - APPROVED

The minutes from the November 12, 2015, meeting were presented.

Upon a motion by Mr. Lofton, seconded by Mr. McNutt, the minutes from the November 12, 2015, meeting were approved.

J. Stanley Crockett	Aye
Robert Claytor	Abesnt
Gary Lofton	Aye
James Longerbeam	Aye
Dennis McNutt	Aye
John Riley	Aye
Doug Rinker	Aye

TREASURER'S REPORT - APPROVED

Mr. Barker submitted the following report:

Checking Account - Bank of Clarke County as of November 24, 2015 - \$9,821.94.

Savings Account - Scott & Stringfellow as of November 24, 2015 - \$223,666.39

The Treasurer's Report was approved as submitted by the following recorded vote:

J. Stanley Crockett	Aye
Robert Claytor	Absent
Gary Lofton	Aye
James Longerbeam	Aye
Dennis McNutt	Aye
John Riley	Aye
Doug Rinker	Aye

BUXTON PRESENTATION

Cheyenne Robinson, Account Manager at Buxton, presented a slide presentation reviewing the process Buxton follows to identify potential retail matches for an area. She stated success in year one is creating relationships and putting yourself on the map as a potential location.

Mr. Crockett asked if our conversations with potential retail clients find they are receptive to seeing outside data. Ms. Robinson responded these contacts get our foot in the door and lets the potential client know we have done our research and determined they can be successful here.

Mr. Rinker asked when we can expect some good ROI. The response from Mr. Barker was next year.

Ms. Garton inquired if the targets include businesses other than restaurants. Mr. Barker stated it was a mix of retailers but mostly restaurants. Ms. Garton also asked if we are targeting a certain demographic now but will be trying to attract different demographics in the future, how would we do that if retailers who would attract them are not here. Mr. Barker stated that if we are successful with some retailers on the list, they would attract a younger population.

Mr. Longerbeam asked if we are working with proposed shopping centers to share this information. Mr. Riley responded we are in the process of building a database, with the help of Buxton, so we will have a profile for use by future developers.

Mr. Rinker asked how we can provide necessary feedback to the BOS and County leadership to let them know what is needed in the community to attract retailers. Mr. Crockett replied our work session with the BOS would be an excellent venue to bring this information to them.



ACCESS EASEMENT ROBINSON SCHOOL

Mr. Bryan distributed a 2008 plat of this site and explained the need for engineering services before it can be put on the market.

On motion of Mr. Riley, seconded by Mr. Rinker, the Board unanimously voted to hire Pennoni Associates to perform engineering services for a fee of \$2500.

J. Stanley Crockett	Aye
Robert Claytor	Absent
Gary Lofton	Aye
James Longerbeam	Aye
Dennis McNutt	Aye
John Riley	Aye
Doug Rinker	Aye

EDA BUDGET FY17

Mr. Barker will send to the FY17 budget to the Board members by email.

CLOSED SESSION IN ACCORDANCE WITH SECTION 2.2-3711(A)(3) OF THE CODE OF VIRGINIA (1950, AS AMENDED) FOR THE DISCUSSION AND CONSIDERATION OF THE ACQUISITION OF REAL PROPERTY FOR A PUBLIC PURPOSE, OR OF THE DISPOSITION OF PUBLICLY HELD REAL PROPERTY, WHERE DISCUSSION IN AN OPEN MEETING WOULD ADVERSELY AFFECT THE BARGAINING POSITION OR NEGOTIATING STRATEGY OF THE AUTHORITY

Upon Motion duly made by Mr. Riley, seconded by Mr. Rinker, the Authority unanimously RESOLVED to go into a closed meeting in accordance with Section 2.2-3711(A)(3) of the Code of Virginia (1950, as amended) for the discussion and consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority.

RETURN TO OPEN SESSION

At the conclusion of the closed meeting concerning the discussion or consideration of the acquisition of real property for a public purpose, or the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority, the following Resolution was unanimously adopted upon roll call vote as set forth below:



WHEREAS, the Frederick County Economic Development Authority has concluded its “closed meeting” at a meeting held on December 3, 2015, and desires return to an “open meeting”; and

WHEREAS, the adoption of this Resolution is intended to serve as the “Certificate” described in Section 2.2-3712(D) of the Code of Virginia (1950, as amended).

NOW THEREFORE, BE IT RESOLVED that the Frederick County Economic Development Authority does hereby reconvene in an “open meeting” at its meeting held on December 3, 2015; and

BE IT FURTHER RESOLVED that each and every Member of said Authority who votes in the affirmative for this Resolution does thereby certify to the best of each Member’s knowledge that only public business matters lawfully exempted from open meeting requirements of the Virginia Freedom of Information Act were heard, discussed or considered during the closed meeting, and that only such public business matters as were identified in the Motion which convened the closed meeting were heard, discussed or considered during the course of said closed meeting by the Authority:

J. Stanley Crockett	Aye
Robert Claytor	Absent
Gary Lofton	Aye
James Longerbeam	Aye
Dennis McNutt	Aye
John Riley	Aye
Doug Rinker	Aye

SUCH OTHER BUSINESS AS MAY COME BEFORE THIS AUTHORITY

Mr. Barker reported the legislative reception in Richmond will be held on January 14, 2016.

On motion of Mr. Riley, seconded by Mr. Rinker, the Board unanimously voted to present a Resolution to Richard Shickle, outgoing BOS Chairman, at the January reception recognizing his support of the EDA.

J. Stanley Crockett	Aye
Robert Claytor	Absent
Gary Lofton	Aye
James Longerbeam	Aye
Dennis McNutt	Aye
John Riley	Aye
Doug Rinker	Aye



Chairman Crockett appointed a committee, comprised of Mr. Riley, Mr. Bryan and himself, to review the EDA's By-Laws, some housekeeping initiatives, and the economic development visions received from the work session with the BOS.

ADJOURN

There being no further business to come before this Authority, the meeting was adjourned. (9 A.M.).

Stan Crockett
Chairman

Brenda Garton
Secretary

