

MINUTES  
ECONOMIC DEVELOPMENT AUTHORITY  
| THURSDAY, MARCH 2, 2017 |

A meeting of the Frederick County Economic Development Authority was held on Thursday, March 2, 2017, at 8:00A.M. in the County Administration Building, First Floor Conference Room, 107 North Kent Street, Winchester, Virginia.

**PRESENT:** Stan Crockett, Robert Claytor, , John Riley and Gary Lofton

**STAFF:** Patrick Barker and Donna McIlwee, Frederick County Economic Development Authority, and Michael Bryan, Attorney

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

**RETAIL DEVELOPER FEEDBACK CONVERSATION**

J. P. Carr from Glaise Development spoke about retail development in Frederick County and answered questions from Board members. His recommendations for how the EDA can help local developers were: bring jobs to the market; be facilitator to help developers get to the right person in an organization; help with VDOT; expand water and sewer.

**AGENDA CHANGES/AMENDMENT**

On motion of Mr. Riley, seconded by Mr. Lofton, the Board voted to move agenda item #5 to #8 and amend the agenda to authorize the Board to go into a Closed Session to discuss this item.

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

### **APPROVAL OF MINUTES**

The minutes from the February 2, 2017, meeting were presented.

Upon a motion duly made by Mr. Lofton and seconded by Mr. Claytor, the minutes from the February 2, 2017, meeting were approved.

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

### **TREASURER'S REPORT**

Mr. Barker submitted the following report:

Checking Account - Bank of Clarke County as of February 24, 2017 - \$665.57.

Savings Account - Scott & Stringfellow as of February 24, 2017 - \$1,005,759.55.

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

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



**PERFORMANCE AGREEMENT AMERICAN WOODMARK**

Mr. Barker reviewed the Performance Agreement for American Woodmark approved by the BOS.

On motion of Mr. Riley, seconded by Mr. Claytor, the Board voted to also approve the Performance Agreement.

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

**PRINTED ADVERTISEMENT**

Mr. Barker reported that different media publications constantly contact the EDA to purchase printed advertisements. These require significant advertising funds and a frequent and consistent message to create any possibility of ROI. Site selectors and corporate real estate individuals say that direct, quick tidbits are the most effective way to garner their attention. Staff has been declining these offers because we find other ways to communicate with targeted audiences. Would like to know if the Board agrees with how staff is handling.

Mr. Lofton asked how often these magazines are published.

Mr. Claytor stated it's not important how many read the magazine but do the decision makers read the magazine.

Mr. Riley expressed his feeling that we get more free coverage from the Virginia Business magazine.

The consensus of the Board was that purchasing advertisements was a waste of money and staff should continue with their current practice.

**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. Claytor, seconded by Mr. Lofton, 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 March 2, 2017, 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 March 2, 2017; 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	Aye
Gary Lofton	Aye



James Longerbeam	Absent
Dennis McNutt	Absent
John Riley	Aye
Doug Rinker	Absent

**SUCH OTHER BUSINESS AS MAY COME BEFORE THIS AUTHORITY**

Chairman Crockett introduced two Virginia Port Authority employees in attendance.

Board members are requested to attend the joint work session with the BOS on March 30<sup>th</sup>, if possible.

Due to a schedule conflict, the date for the next Board meeting was changed to April 13.

Chairman Crockett asked Mr. Barker to investigate what options may be available to engage brokers to the east of Winchester and bring those options to the next Board meeting.

**ADJOURN**

There being no further business to come before this Authority, the meeting was adjourned. (8:55 A.M.)

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Stan Crockett  
Chairman

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Brenda Garton  
Secretary

