

**Economic Development Authority
Of
Lancaster County, Virginia**

**Chesapeake Bank
Minutes – January 16, 2014**

Members Attending: Chairman Szyperski, Mr. Pennell, Mr. Pittman, Mr. Kyzer, Mr. Barrack, Mr. Fleet and Mr. Curry.

Others Present: Mr. Frank Pleva, Executive Director, Mr. Don Gill, Planning and Land Use Director of Lancaster County and Ms. Lindsay Gardner, Lancaster Community Library Director.

Mr. Szyperski called the meeting to order at 10:00 a.m.

Elections of Officers for Calendar Year 2014

a. Chair

Mr. Fleet nominated Jeff Szyperski for Chairman and Mr. Pennell seconded the nomination. VOTE: 7-0.

b. Vice-Chair

Mr. Pennell nominated Alex Fleet for Vice-Chairman and Mr. Kyzer seconded the nomination. VOTE: 7-0.

c. Secretary-Treasurer

Mr. Pennell nominated Frank Pleva for Secretary-Treasurer and Mr. Barrack seconded the nomination. VOTE: 7-0.

Minutes

Mr. Pennell stated that he had Ms. Whay make a few corrections to the last meeting's minutes. Mr. Fleet stated that his name had been left off of the attending members. Mr. Fleet moved to approve the revised minutes for the October 10, 2013 meeting. Mr. Pittman seconded the motion. VOTE: 7-0.

Financial Report

Mr. Pleva stated that he would like to know what the EDA would like included in the financial report. He stated that he could give updates on as little or as much as the

members would like to know. He stated that the money on hand is \$119,583.05. He stated that the fund balance at the end of December was \$117,184.00. He asked the members if they would like a written report in the future.

Mr. Szyperksi replied that Mr. Pennell used to provide a flow of disbursements and a running balance.

Mr. Pennell stated that Mrs. Stevens has a Quicken program and she could print the register. He stated that he would like to make sure that the EDA is getting the annual fees.

Mr. Szyperksi asked if there was a budget done for the EDA.

Mr. Pleva replied in the negative in that the EDA is different from the rest of the County's budget, in that the County Treasurer does not deal with the EDA.

Mr. Szyperksi stated that it would be helpful to know how many bond issuances the EDA has underwritten for a certain period of time.

Mr. Pennell stated that there are approximately four at the present time.

Mr. Curry asked who qualifies to ask for a bond.

Mr. Pennell replied that the most typical group is the one that qualifies, under the law, for a tax-exempt bond and the other group are local entities, such as YouthWorks. He stated that the money for YouthWorks is not a bond, but monies are disbursed to support the program.

Mr. Szyperksi stated that he would like to see a synopsis of the issued bonds.

Mr. Pleva stated that he would call Dan Siegel about that.

Mr. Pennell stated that the EDA does not have a budget process to go through, like the County. He stated that if the EDA is presented with something reasonable, it does not have the same restrictions as the County and can make a decision about a request fairly quickly.

Reports of Officers

Mr. Szyperksi stated that he wanted to encourage the group to attend the Visions meetings.

Unfinished Business

Mr. Szyperksi asked if the compliance paperwork that Mr. Siegel had spoken about at the last meeting was only done when a bond was issued.

Mr. Pleva replied that was his understanding and the Board of Supervisors had adopted a similar policy. He stated that the compliance forms were not a requirement, but had been suggested by the IRS.

New Business

Mr. Szyperski stated that Lindsay Gardner, Lancaster Community Library Director, was there to present the YouthWorks Summer Employment Program Funding Request.

Ms. Gardner stated that the Lancaster County EDA has been supportive of the YouthWorks program since its inception in 2009. She stated that the program has helped over 200 local teens gain practical work experience. She stated that they have been looking at the sustainability of the program as DuPont now funds at a lower level than in the past. She stated that there is a new model for this year. She stated that DuPont is funding \$114,000 for the years of 2014 through 2016. She stated that she is asking the EDA for a \$15,000 contribution for the next 3 years. She stated that they have budgeted Northumberland County to contribute \$10,000 for the next 3 years. She stated that the businesses that are participating will also have to make more of a financial contribution in the future and will be paying about 50% of the wages to host a student each year.

Ms. Gardner stated that there is a lot of training involved in the YouthWorks program, including interview skills and business communication. She stated that they are trying to give the businesses value by letting them choose their employees. She stated that every summer at least 4 or 5 teens are hired on a permanent basis.

Ms. Gardner stated that the teens met the criteria of a free or reduced lunch at school.

Mr. Fleet asked what the age range was.

Ms. Gardner replied 16 through 19.

Mr. Kyzer asked if the same number of students each year participated.

Ms. Gardner replied that they try to have 40 each year. She stated that they are going to choose 44 students this year in anticipation of some not completing the program.

Mr. Kyzer stated that Ms. Gardner was asking for a 50% increase in funding over last year.

Mr. Kyzer stated that he thought the school system should be doing more about the issue. He stated that when he attended school, there were classes to help students when they graduated and had to go to work.

Mr. Pennell stated that now teachers have to teach for the SOL testing and that is the priority.

Mr. Curry asked Ms. Gardner how the program teaches children.

Ms. Gardner stated that they typically have one instructor and two helpers for each class. She stated that teens normally have a short attention span and the trainings are interactive to keep them engaged. She stated that the training is similar to adult training.

Mr. Barrack asked about the DuPont funding.

Ms. Gardner replied that DuPont is pulling back more each year and wants to see the program be sustainable on its own.

Mr. Curry stated that he did not think they should be worried about money, they should be worried about saving the kids. He stated that their concern should be the success of the area's youth.

Mr. Szyperski asked about the 3-year request this year.

Ms. Gardner replied that they are asking for a 3-year commitment because that is the life cycle of the DuPont grant. She stated that she could come back every year but for budgeting purposes, she was asking for 3 years of funds.

Mr. Szyperski thanked Ms. Gardner for her presentation.

Discussion on YouthWorks Request

Mr. Kyzer stated that the 50% increase in the request is a big jump from last year.

Mr. Szyperski stated that this will be the 6th year for requests and the amount has always been \$10,000 until this year. He stated that he understood that DuPont did not want to fund a program in perpetuity and they're pulling back funds now to see if the program can eventually sustain itself.

Mr. Curry asked what the objection was for giving the program \$5,000 more than they did last year.

Mr. Kyzer stated that his objection was that the program is having the same amount of students as last year.

Mr. Szyperski stated that Ms. Gardner is asking for an increase because the DuPont funds are less.

Mr. Barrack stated that he agreed with Mr. Kyzer. He stated that some other group may need something just as viable in the future. He suggested keeping with the one-year schedule.

Mr. Szyperski stated that he was ok with the \$15,000 contribution, but not the multi-year commitment. He stated that he thought it was a good program, but would rather see it come up on an annual basis.

Mr. Fleet made a motion to appropriate \$12,000 to the YouthWorks program this year. Mr. Barrack seconded the motion.

Mr. Pennell stated that he is on the Lancaster Community Library Board, but according to state law, it is not a conflict of interest. He stated that he does not get paid for being on the board and intended to vote, so he wanted the other members to know.

Mr. Szyperski stated that he personally would rather see the amount be \$15,000. He stated that it is a good program for at-risk youth. He stated that the program is in its sixth year and has tangible benefits for the community.

Mr. Pittman stated that he agreed with the amount of \$15,000, too.

Mr. Kyzer amended the original motion to change the amount from \$12,000 to \$12,500. Mr. Barrack seconded the motion.

VOTE:	Mr. Szyperski	Nay
	Mr. Fleet	Nay
	Mr. Pennell	Nay
	Mr. Pittman	Nay
	Mr. Kyzer	Aye
	Mr. Curry	Nay
	Mr. Barrack	Aye

VOTE: 2-5. Amended motion failed.

Mr. Curry made a motion to grant the \$15,000 request from YouthWorks for one year. Mr. Fleet seconded the motion.

VOTE:	Mr. Szyperski	Aye
	Mr. Fleet	Aye
	Mr. Pennell	Aye
	Mr. Pittman	Aye
	Mr. Kyzer	Nay
	Mr. Curry	Aye
	Mr. Barrack	Nay

VOTE: 5-2. Motion carried.

Other Business

Mr. Pleva introduced Don Gill, Lancaster County Planning and Land Use Director. He stated that Mr. Gill had been in that position since 2007.

Mr. Gill stated that one of the items his department has been dealing with is the Comprehensive Plan review. He stated that the Code of Virginia requires localities to review and update their plan every 5 years. He stated that they recently completed the last review in October 2013. He stated that this review was done in-house, without the help of an outside firm, and it saved the County approximately \$90,000.

Mr. Gill stated that the first six chapters of the Comprehensive Plan basically deals with the history of the County, topography, protection of the public water supply, shoreline protection, access to public waters, demographics and public infrastructure. He stated that Chapter 7 deals with the primary and secondary growth areas and contains the future land use map. He stated that Chapter 7 also deals with creating affordable housing and economic development. He stated that chapter talks about supporting tourism, a zoning ordinance that supports non-residential growth, developing job training through the public schools, and supporting the existing industries of farming, fishing and forestry. He stated that the chapter also deals with discouraging “strip development” with the use of the Highway Corridor Overlay District. He stated that the last section of Chapter 7 talks about better utilization of the Enterprise Zone.

Mr. Gill stated that the next update to the Comprehensive Plan will be in 2018. He asked that the EDA make suggestions for revisions during the review process.

Mr. Szyperki asked about the Northern Neck Planning District Commission’s role in the Comprehensive Plan process.

Mr. Gill replied that the Planning District Commission gives help to the County when needed. He stated that one example was the creation of the Regional Water Supply Plan a few years ago.

Mr. Pennell stated that a Comprehensive Plan is a community’s vision of its land use, where a PDC has an economic development plan.

Mr. Pleva asked if the three incorporated towns had their own comprehensive plans.

Mr. Gill replied yes.

Mr. Gill stated that the next topic he was asked to discuss was conservation easements. He stated in 2010, the Northern Neck Land Conservancy contacted the County about co-holding conservation easements on smaller acreages. He stated that organizations such as the Virginia Outdoors Foundation typically only want to hold larger conservation easements of 100 acres or more. He stated that there was a void for the smaller parcels and the County was asked to come up with a way to encourage smaller conservation easements. He stated that in November 2011, the County created a Conservation Easement Ordinance. He stated that currently there are 2,335 acres in Lancaster County that are under conservation easements held by various organizations. He stated that the County currently co-holds one conservation easement of 15 acres of waterfront property.

Mr. Gill stated that conservation easements assure the availability of lands in the future for agriculture, forestry, recreation and open space. He stated that they also promote tourism through the preservation of scenic resources.

Mr. Gill referred to the new flood insurance rate maps and stated that in March 2013, FEMA contacted the County and stated that they would be doing a new flood insurance study. He stated that a 90-day public comment period had just been completed and the new maps will become effective October 2, 2014. He stated that, from a development standpoint, the good news is that most of the base flood elevations are decreasing and several properties will come out of the flood zone.

Mr. Szyperski asked about the new stormwater regulations.

Mr. Gill stated that the General Assembly passed a bill in 2012 that every locality has to administer its own stormwater management program, but recent legislation, if passed, would allow localities to opt out and DEQ would continue to administer this program. He stated that either way, the new stormwater criteria takes effect July 1 and all post development runoff must be reduced from pre-development levels through the use of Best Management Practices. He stated that training was supposed to start in January and the County will need to have its ordinance in place by May if we intend to operate our own program.

Adjournment

Mr. Pennell moved and Mr. Fleet seconded the motion to adjourn the meeting at 11:40 a.m.

Attest: _____
Frank A. Pleva,
Executive Director