

**Economic Development Authority  
Of  
Lancaster County, Virginia  
Minutes – October 13, 2021**

The Lancaster County Economic Development Authority meeting was held in the Board/Commission Meeting Room of the Lancaster County Administrative Building and through the Zoom platform on Wednesday, October 13, 2021.

Roy Carter, Chairman, called the meeting to order at 8:30 a.m.

Members Attending: Vice Chair Dr. Charlotte Silverman, Jeff Szyperski, Bruce Sanders, Michael Laws and Samuel Rice. Taryn Brice Rowland was absent.

Others Present: Don Gill, County Administrator, Glenn Rowe, Information Technology Director, Sharon Phillips, Economic Development Director for the Town of Kilmarnock, Dan Siegel, Sands Anderson and others.

**Speaker-Sharon Phillips-Kilmarnock Economic Development Director**

Mr. Carter stated that Sharon Phillips was the new Economic Development Director for the Town of Kilmarnock. He stated that he had asked Ms. Phillips if she would give a presentation to the EDA about what was happening in the Town of Kilmarnock.

Ms. Phillips stated that the town recently did a façade refreshment grant which allowed businesses to paint and do structural renovations to their buildings. She stated that the Town Council approved \$78,000 for the grant money. She stated that she had heard a lot of positive comments about the program. She stated that several new businesses are coming to Kilmarnock including, Domino’s Pizza, Amazon, Starbucks, Donna’s Restaurant, a virtual golf business and an auto spa car wash.

Ms. Phillips stated that the Candy for Kids community event will be held on Saturday, October 30<sup>th</sup>.

**Review of July 2021 EDA Grant Requests**

Mr. Carter stated that, at the last meeting, the EDA had a number of grant requests and wanted to give the EDA an update on what he has followed up on. He referred to the One Cracked Yolk food truck and stated that the business owner had come to the EDA for funding to purchase some equipment to get started. He stated that he spoke to the owner yesterday and the equipment has been purchased and the business is up and running.

Mr. Carter stated that he had recently spoken with Andre Ashley of Northern Neck Fitness and he is planning on using his own capital and he is looking at two possible locations in Kilmarnock for his studio.

Mr. Carter referred to the business called Brand Me and their grant request and asked Mr. Gill if they were still in business.

Mr. Gill replied that he did not believe that they were in business. He stated that he was never able to locate anyone at the business to hand them the \$500 grant check.

Mr. Carter stated that he had noticed things being moved out of the building and into a truck when he drove by the building recently.

### **Tabled EDA Grant Request from July 2021-Sail and Surf Adventures**

Clay Dingedine of Sail and Surf Adventures stated that his business was a sailing charter company based in Weems. He stated that they do things such as half-day sails and sunset cruises. He stated that he wanted to give the EDA an update on his business. He stated that business has been going well and he has more than doubled his projections for next year's business. He stated that he had sent in some financial documents for the EDA's review. He stated that he had been working with the small business development center at Mary Washington College to help him transition into having the business be his full-time job. He stated that he was requesting a grant from the EDA to help him replace the boat's diesel engine.

Mr. Dingedine stated that his charters will end on November 1<sup>st</sup> and they will launch again on March 1<sup>st</sup> next year. He stated that he will work on the boat over the winter.

Dr. Silverman asked him how many trips he makes a week.

Mr. Dingedine replied the trips vary by time and there can be two-hour trips or four-hour trips. He stated that he was averaging 4 to 6 charters a week.

Dr. Silverman asked about the boat's capacity.

Mr. Dingedine replied that he advertises for four guests, but he can actually accommodate six people per cruise.

Dr. Silverman asked what was the maximum number of charters that Mr. Dingedine would have in a week.

Mr. Dingedine replied 10 charters per week.

Mr. Sanders stated that he would like to recuse himself from the discussion because his boatyard would probably be involved with Mr. Dingedine's business in some way and he wanted his comment to be a part of the record.

Mr. Carter stated that the EDA would vote on Mr. Dingledine's request later in the meeting and let him know their decision.

### **Community Business Relations Advisory Committee (CBRAC) Update**

Mr. Szyperski stated that CBRAC had a work session recently with the Board of Supervisors to discuss the work that had been done so far. He stated that there was another CBRAC meeting next Wednesday to finalize their plans before they go in front of the Board of Supervisors with the final product to present. He stated that the primary pillars of the plan were broadband access, affordable housing, making economic development a priority at the County level, education, retain the workforce, recreation, leveraging our natural resources, creating a business-friendly environment and public education, in that, making sure that the residents of the County understand the importance of economic development.

### **Update on County Economic Director Position**

Mr. Gill stated that the Board of Supervisors included an Assistant County Administrator position in the FY 22 budget. He stated that position would be mainly focused on economic development in the County. He stated that, after sitting in on the CBRAC meetings, it seemed to him that they were helping to write the job description of what the County would need for that position. He stated that he did not see it as much of a time crunch as it was before because of the new Economic Development Director for the Town of Kilmarnock, considering that the town is where the majority of the businesses are in the County.

### **Public Hearing – The Mariner's Museum 2012 Bond Refunding/Refinancing**

Mr. Carter stated that the public hearing had been properly advertised and Dan Siegel, the bond counsel from Sands Anderson, will present the information to the EDA. He stated that Kevin White of Towne Bank was also present for the public hearing.

Mr. Siegel stated that the Mariner's Museum bond was issued in 2012 by the Lancaster County Economic Development Authority. He stated that the museum is located in Newport News and that city does not have the bank qualification designation, so they are coming back to Lancaster County. He stated that the bond issue will not be in excess of \$6 million dollars and Towne Bank will hold the bond.

Kevin White of Towne Bank stated that the proceeds from the bond issued in 2012 went to help the Mariner's Museum build out its USS Monitor exhibit. He stated that the new bond issuance will have a term of fifteen years and a rate of 2.17 percent interest. He stated that the federal tax law requires a public hearing if a bond's maturity date increases, so that is why this public hearing is being held today. He stated that the bond's maturity date is going from 2027 to 2036. He stated that the resolution that was included in the EDA members' packages contained all of the details and this was not an obligation for the County or the EDA.

Mr. Szyperski asked if this bond issuance is considered a new issuance and if it goes against the EDA's access to the \$10 million dollars for other bond issuances.

Mr. Siegel replied yes, but as of January 1, 2022, there will be another \$10 million dollars to access if needed.

Mr. Carter opened the public hearing.

There was no public comment.

Mr. Carter closed the public hearing.

Dr. Silverman made a motion to approve the resolution for the Mariner's Museum 2012 Bond Refunding/Refinancing. Mr. Laws seconded the motion. **VOTE: 6-0.**

ROLL CALL VOTE:

Mr. Carter – Aye  
Dr. Silverman – Aye  
Mr. Szyperksi – Aye  
Mr. Sanders – Aye  
Mr. Laws – Aye  
Mr. Rice – Aye

### **Financial Status Report**

Mr. Gill stated that the EDA has asked him several times about how to obtain more bond issuances. He stated that, since Mr. Siegel was present, he would like for him to talk about that.

Mr. Siegel stated that a locality has to be small to have the required bank qualifications for bond issuances, so they would be looking for bonds from larger, urban areas. He stated that there was a small group of lawyers that do this type of bond work and they represent a lot of rural localities. He stated that they usually hear about bonds in the late summer or early fall of each year because it is near the end of the year. He stated that the issuance of these kinds of bonds is a small market and a lot of it is “word of mouth”.

Dr. Silverman asked Mr. Siegel if the EDA can go for bonds outside of Virginia.

Mr. Siegel replied that the EDA could not go outside of Virginia for bonds.

Mr. Gill stated that the EDA's checking account balance, as of August 31<sup>st</sup>, was \$18,326.31. He stated that the EDA's certificate of deposit's balance, as of September 30<sup>th</sup>, was \$64,153.43.

### **Old Business – Grant Criteria Metrics**

Mr. Laws explained his evaluation sheet for the grant requests that the EDA receives. He stated that the sheets give a weighted assessment of the criteria that the EDA feels is important in

determining which organizations will be awarded a grant and for how much that grant may be. He stated that this approach was all up for discussion by the EDA.

There was discussion about the logistics of how the grant request forms would be assessed during the presentation and afterwards, during the decision process.

Dr. Silverman suggested that the EDA have a workshop or a training session to get used to using the evaluation sheets when they don't have any decisions to make on grant requests.

Mr. Gill stated that he saw the evaluation sheets going to the EDA members with the grant requests and the members filling out the sheets on their own time, after reviewing the grant requests and bring the sheets to the meeting. He stated that there may be something that is said during the presentation that may make a member change their mind from what they had written down on the evaluation sheet, but the evaluation sheets will help facilitate the discussions after the grant presentations.

Mr. Laws stated that, if the EDA was ever questioned as to why they have given what they have, these sheets could help explain the decisions.

### **Closed Meeting**

Mr. Carter made a motion to enter into closed meeting to discuss matters exempt from the open meeting requirements of the Virginia Freedom of Information Act. The subject matter to be discussed is Grant Requests, §2.2-3711.A.6 of the Code of Virginia, *1950, as amended*. The purpose is the specific discussion or consideration of the investment of public funds where competition or bargaining is involved and where, if made public, the financial interests of the governmental unit would be adversely affected. Dr. Silverman seconded the motion. **VOTE: 6-0.**

### **Reconvene**

Motion was made by Mr. Carter to reconvene the open meeting. **VOTE: 6-0.**

### **Certification**

Mr. Gill read the certification resolution.

**Whereas**, the Lancaster County Economic Development Authority convened in a closed meeting on October 13, 2021 pursuant to an affirmative recorded vote on the motion to close the meeting to discuss Grant Proposals in accordance with Section §2.2-3711.A.6 of the Virginia Freedom of Information Act;

**Whereas**, Section §2.2-3712 of the Code of Virginia requires a certification by the EDA that such closed meeting was conducted in conformity with Virginia law;

**Now, Therefore Be It Resolved** that the Lancaster County Economic Development Authority hereby certifies that, to the best of each member's knowledge, (1) only public business matters

lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed meeting to which this certification applies and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting to which this certification applies.

Before a vote is taken on this resolution, is there any member who believes that there was a departure from the requirements of number 1 and number 2 and if so, identify yourself and state the substance of the matter and why in your judgment it was a departure. There was no comment.

Mr. Gill asked each member to state that they certified the closed meeting when their name was called. He stated that the certification resolution was adopted and the EDA was back in open meeting.

### **Grant Request Decision**

#### **Sail and Surf Adventures**

Dr. Silverman made a motion to award Sail and Surf Adventures the full amount of \$10,000. Mr. Szyperski seconded the motion. **VOTE: 5-0-1. (Mr. Sanders abstained from the vote.)**

### **July 15, 2021 Meeting Minutes**

Mr. Szyperski made a motion to approve the July 15, 2021 meeting minutes. Dr. Silverman seconded the motion. **VOTE: 6-0.**

### **Other Business**

Mr. Gill stated that, at the next meeting in January, is the month that the EDA will elect its officers. He stated that, at that meeting, he would like for the EDA to elect a secretary from within its members. He stated that, currently, Ms. Whay takes care of the meeting minutes, but she also handles every board and commission that meets for the County and her primary responsibility is being Clerk to the Board of Supervisors.

### **Adjournment**

Mr. Szyperski made a motion to adjourn the meeting. Dr. Silverman seconded the motion. **VOTE: 6-0.**

### **Action Items**

- The next EDA meeting will be Thursday, January 20, 2022 at 8:30 a.m.