

ECONOMIC DEVELOPMENT INCENTIVE FUND COMMISSION

Monday, May 20, 2019

The May 20, 2019 meeting was called to order by Chairman Mike Whitehill at 9:04 a.m. in the County Commissioner Chambers, 107 N. Liberty Street, Centreville, MD. In addition to Chairman Whitehill, the following members were present: Todd Mohn, County Administrator, Bill Walmsley, Patrick Perry and Tom Glen. Staff present was Jean Fabi, Economic Development Manager, and Danielle Dutra, Administrative Assistant.

On a motion made by Mr. Walmsley, and seconded by Mr. Perry, the meeting agenda and the April minutes were approved by the Commission.

Department Update: Jean Fabi gave an Economic and Tourism Department update to the members present. There are currently two companies signed up for the Foreign Trade Zone (FTZ), Groco and S.E.W Friel, with a potential third company, PRS Guitars expressing interest. There are currently 5 companies signed up for the Youth Apprenticeship Program through DLLR. There will be an event in September at Chesapeake College to promote the Youth Apprenticeship Program. Additional details will be shared as they become available. Due to Jonathan Seeman's absence, there is no budget report at this time.

Old Business:

A: Wood Ingenuity: The EDIF has received a written request from David Boyle, Vice President of Wood Ingenuity LLC requesting that the annual payment of \$10,000.00 due on July 1, 2019 be waived. During April's meeting the Commission requested that Jean Fabi obtain financial records for the past 2 years, a current business plan, and how the business plans on hiring 3 additional employees. In response to this request, Mr. Boyle informed Mrs. Fabi that he is busy this time of year and did not have the requested information readily available. Mrs. Fabi referred Mr. Boyle to SCORE for help with his business plan. The Commission has asked Mrs. Fabi to reach out to Mr. Boyle again and invite him to the regularly scheduled meeting in June. No action was taken on Mr. Boyles request at this time.

B: Review of Updated Application Form: The Queen Anne's County Economic Development Incentive Fund application has been reviewed with the members present. During April's Commission meeting Mr. Glen made suggestions for Section 5: Workforce and Job Creation. Suggestions include asking "what is the recruitment plan?" and "what is your training plan?" Mr. Perry suggested that Section 9: Signatures and Certification be signed as an affidavit. These suggestions have been added to the application, and reviewed by County Attorney Patrick Thompson. On a motion made by Mr. Perry, and seconded by Mr. Walmsley the updated application was approved for use by a unanimous vote of the members present.

C: Status of Pending Awards and Recipients: We have received signed contracts from Corsica Technologies and Kent Narrows Marine Boatel, and will be moving forward with disbursement. The remaining monies for SRR Holdings will not be disbursed until they obtain their Certificate of Occupancy.

Smoke Rattle and Roll plans to open its Centreville location by the end of May, while Joshua's Steak and Chop is scheduled to open in July. There will be a grand opening for the Sudlersville Laundromat on June 1st, 2019, all are invited to attend.

New Business:

A: 1st Quarter 2019 Employment Report: Jean Fabi reviewed the reported employment numbers of all the businesses currently enrolled in the program with the members present. Highlights include PRS Guitars and Compass Regional Hospice.

B: EDIF Program Discussion: Chairman, Mike Whitehill led a discussion on the mission, history, and future goals for the Economic Development Incentive Fund Commission with the members present.

Adjournment: On a motion made by Mr. Walmsley and seconded by Mr. Perry, the meeting was adjourned at 10:32 a.m.