



**CALVERT COUNTY
ECONOMIC DEVELOPMENT AUTHORITY**

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Board of Commissioners
Kelly D. McConkey, President
Mike Hart, Vice President
Earl F. Hance
Thomas E. Hutchins
Steven R. Weems

**MINUTES
Virtual Meeting Via Zoom
May 10, 2021**

MEMBERS PRESENT: Dawn Balinski, Michael Benton, Terry Burka, Earl Hance, Dana Jones, Theresa Kuhns, Warren Rice, Terri Wolfley

MEMBERS ABSENT: Scott Russey

STAFF PRESENT: Kelly Robertson-Slagle, Danita Boonchaisri, Kathy MacAdams, Tammy Bowen, Dawn Wood

I. Call to Order

The meeting was called to order at 8 a.m., by Terri Wolfley, Chair.

II. Call for Agenda Revisions and Approval of Agenda

A **motion** was made by Dana Jones to approve the agenda as revised. The motion was seconded by Dawn Balinski and carried. (All in favor, none opposed)

III. Approval of Minutes from the April 12, 2021, Regular Meeting and Closed Session Meeting

On a **motion** by Dawn Balinski, seconded by Dana Jones, and carried, the Regular Minutes and the Closed Session Minutes from the April 12, 2021, meeting were approved as submitted. (All in favor, none opposed)

IV. Recess, subject to Motion of Privilege for Closed Meeting

On a **motion** by Warren Rice, seconded by Dana Jones and carried, (all in favor, none opposed) the Economic Development Authority (EDA) recessed into closed session at 8:02 a.m., pursuant to General Provisions Article 3-305 of the Annotated Code of Maryland, to discuss three (3) items:

Business Matters – [3-305(b)(4)] - The EDA will discuss three (3) matters that concern the proposal for a business or industrial organization to locate, expand or remain in the state.

Closed Session adjourned at 8:20 a.m.

V. Old Business

A. Calvert Industrial Park Property Owners' Association

Robertson-Slagle reported we are actively working with the EDA attorney on the formation of the Property Owners' Association. The attorney is reviewing the property regulations and rules of forming the association. The attorney is also working on a draft letter for the property owners. Once the draft documents are received, they will be shared with EDA for review. Wolfley suggested to share The Patuxent Business Park's Property Owners' Association documentation with the attorney as a reference.

B. Latest Round of Grant Funding

MacAdams reported the *Telework and Online Sales Grant Fund* is offered through our website effective May 10, 2021 9 a.m. and will remain open for a week. The total amount of the grant is \$7,703.07. An EDAC subcommittee will award the grants based on applications.

MacAdams further provided updates on the *Maryland Restaurant Relief Fund* and the *Maryland Hospitality Relief Grants*. The funds provided by the State were allocated, yet more assistance was needed. Robertson-Slagle explained how the County Commissioners and the Finance and Budget Department approved pulling funds from the CARES funds to provide more relief.

C. EDA Legislation/TDRs

Robertson-Slagle reported that Planning and Zoning, along with the TDR subcommittee, will make a follow-up presentation to the BOCC at the May 25, 2021, BOCC meeting.

Public Comment

With no one from the public being present, a call for public comment was not conducted.

Announcements

1. At the April 12, 2021, meeting, four (4) items were discussed in closed session.
2. MacAdams reported an overview of Economic Development week. A website was launched dedicated to the 2021 Economic Development Week. In recognition for their services, a few resource partners will be highlighted throughout the week. Resource partners include the Chamber of Commerce, The Calvert County Minority Business Alliance, Maryland Technology Development Corporation, Southern Maryland Small Business Development Center and Tri-County Council.

Next Meeting

The next EDA meeting is tentatively scheduled for Monday, June 14, 2021, at 8 a.m.

Adjournment

There being no further business for the EDA, a **motion** to adjourn was made by Earl Hance at 8:35 a.m. The motion was seconded by Dawn Balinski and carried. (All in favor, none opposed.)

ECONOMIC DEVELOPMENT AUTHORITY

Written Statement for Closing a Meeting under the Open Meetings Act

Date: May 10, 2021 Time: 8:02 a.m. Location: VIRTUAL Meeting via ZOOM

Motion to close meeting by: **Warren Rice**

Seconded By: **Dana Jones**

STATUTORY AUTHORITY TO CLOSE SESSION, General Provisions Article, §3-305(b) (check all that apply):

- (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals;
- (2) To protect the privacy or reputation of individuals concerning a matter not related to public business;
- (3) To consider the acquisition of real property for a public purpose and matters directly related thereto;
- (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) To consider the investment of public funds;
- (6) To consider the marketing of public securities;
- (7) To consult with counsel to obtain legal advice on a legal matter;
- (8) To consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;
- (11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

FOR EACH CITATION CHECKED ABOVE, THE REASONS FOR CLOSING AND TOPICS TO BE DISCUSSED:

§3-305(b) (4) Discussed confidential matters pertaining to status of existing loans. Discussed confidential matters pertaining to the Patuxent Business Park, Armory Square and the Maryland Department of Commerce.

§3-305(b) () _____

This statement is made by: **Terri Wolfley, Chair**, Presiding Officer: *Terri Wolfley*
SIGNATURE

WORKSHEET FOR USE IN CLOSED SESSION (CHECKLIST OF DISCLOSURES TO BE MADE IN MINUTES OF NEXT REGULAR MEETING- NOT A PART OF THE CLOSING STATEMENT)

PERSONS ATTENDING CLOSED SESSION: SEE EDA 05/10/21 OPEN SESSION MINUTES FOR LIST OF ATTENDEES

TOPICS ACTUALLY DISCUSSED: Discussed confidential matters pertaining to status of existing loans. Discussed confidential matters pertaining to Patuxent Business Park lot sales.

ACTION(S) TAKEN (IF ANY) AND RECORDED VOTES: Discussed confidential matters pertaining to status of existing loans. Discussed confidential matters pertaining to Patuxent Business Park lot sales. Voted to accept lot sale offer (All in Favor, No opposed)

TIME CLOSED SESSION ADJOURNED: 8:20 A.M. PLACE OF CLOSED SESSION VIRTUAL MEETING VIA ZOOM

PURPOSE OF CLOSED SESSION: Discussed confidential matters pertaining to status of existing loans. Discussed confidential matters pertaining to Patuxent Business Park lot sales.

STATUTORY AUTHORITY FOR THE CLOSED SESSION: §3-305(b) (4); () ; ()

MEMBERS WHO VOTED TO CLOSE: MOTION TO CLOSE BY WARREN RICE, SECONDED BY THERESA KUHS. (ALL IN FAVOR, NO OPPOSED)