



CALVERT COUNTY ECONOMIC DEVELOPMENT ADVISORY COMMISSION

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Board of Commissioners

Earl F. Hance
Mike Hart
Thomas E. Hutchins
Kelly D. McConkey
Steven R. Weems

MINUTES

June 9, 2021

Virtual Meeting

MEMBERS PRESENT: Bonnie Barrett, Mike Benton, Stacey Hann-Ruff, Lisa Height-Gross, Larry Jaworski, Gwyn Novak, Kevin Phillips, Carrie Polk, Steve Riggin, Scott Russey, Kasia Sweeney

MEMBERS ABSENT: Tony DeStefano*

GUESTS PRESENT: Lisa Creason – Small Business Development Center, Ruth Davis-Rogers – Planning & Zoning, Judy Mackall – Planning & Zoning, Alessia O’Dell – Career & Technology Academy, Jenny Plummer-Welker – Planning & Zoning, Steve Wall – Department of Commerce, Angela Walters Small – College of Southern Maryland

STAFF PRESENT: Danita Boonchaisri, Kathy MacAdams, Tammy Bowen

***Excused Absence**

I. CALL TO ORDER

The meeting was called to order at 9:01 a.m. by Scott Russey.

II. CALL FOR AGENDA REVISIONS AND APPROVAL OF AGENDA

With a call for agenda revisions being made by Russey, and none being received, a **motion** was made by Mike Benton to approve the agenda as submitted. The **motion** was seconded by Larry Jaworski, and carried.

III. APPROVAL OF MINUTES FROM THE DECEMBER 9, 2020 MEETING

On a **motion** by Jaworski, seconded by Carrie Polk and carried, the minutes from the December 9, 2020, meeting were approved as submitted.

IV. NEW BUSINESS

A. Introduction of New Members

Danita Boonchaisri introduced three new EDAC members: Lisa Height-Gross, Kevin Phillips and Steve Riggin. Each of the new members briefly shared information about their respective businesses to the other commission members.

B. Latest Round of Grant Funding

Kathy MacAdams reported on the Online Sales and Telework Grant. Five grants were awarded and she noted that two of the recipients had not received any prior grant funding.

C. Presentation on Prince Frederick and Dunkirk Town Center Master Plan Updates

Jenny Plummer-Welker and Ruth Davis-Rogers from Calvert County Department of Planning & Zoning gave an update on the status of the Prince Frederick and Dunkirk Town Center Master Plans. Plummer-Welker shared a PowerPoint presentation and Davis-Rogers gave a detailed explanation of each slide. She explained the concept of a Town Center and how it separates growth areas from the surrounding agricultural land. Calvert County has nine Town Centers, two of which are municipalities (Chesapeake Beach and North Beach) that have their own zoning authority. The remaining seven (Dunkirk, Owings, Huntingtown, Prince Frederick, Lusby and Solomons) fall under the Department of Planning & Zoning. The Master Plan for these Town Centers sets the goals and policies with a vision to create Town Centers that are attractive, convenient, and offer an interesting place to live, work and shop. The Prince Frederick Master Plan was originally adopted in 1989 and the Dunkirk Master Plan was adopted in 1987.

Plummer-Welker then continued the presentation by detailing the steps that have been taken to update the Prince Frederick Master Plan. There is a working draft with 11 chapters that will be presented to the Planning Commission in the very near future. A recommended Land Use Plan has also been developed and Plummer-Welker explained its primary benefits to the community. These benefits include redevelopment of older shopping centers, encouraging walkable growth near Main Street and the College of Southern Maryland, and preserving major environmental areas. There are also several proposed new or improved roadway links and bikeways. She encouraged EDAC members to sign up to receive email messages to be notified about upcoming events. To do this, one must go to the county's website, choose "Notify Me" under News Flash and then select Planning & Zoning. She further encouraged members to provide input at public meetings, share ideas via surveys and written comments, and to submit written comments and/or speak at public hearings hosted by the Planning Commission and the Board of County Commissioners.

D. Economic Development's Strategic Plan

Boonchaisri reported that the Department of Economic Development engaged the services of the International Economic Development Commission (IEDC) to craft a new Strategic Plan to guide the department through 2024. IEDC hosted several meetings attended by county stakeholders to assist them in developing the document. The Strategic Plan is an EDAC sponsored document and members' comments and feedback are critical. Boonchaisri stated that the Strategic Plan would be forwarded via email to EDAC members following the meeting and asked that any comments and/or suggestions be forwarded to Economic Development by June 30, 2021.

E. Convening of the Nominating Subcommittee

Boonchaisri reported that the Nominating Subcommittee would be convening prior to the next EDAC meeting in August. She thanked Bonnie Barrett and Tony DeStefano for volunteering to participate in this subcommittee along with Kasia Sweeney. At the August meeting, the subcommittee will present a slate of candidates for the Chair and Vice Chair positions for consideration and vote by the full commission.

F. Future In-Person Meetings

Boonchaisri announced that MacAdams would be conducting a poll during the meeting to determine whether members would like future meetings to be virtual, in person, or a hybrid of the two. A second question would be to determine whether members wanted to meet monthly or continue to meet bi-monthly in the future (or if there were other suggestions). There were 16 voting and ex officio members (out of 20 total) in attendance. The poll results showed that the

majority of members wished to conduct hybrid meetings in the future. Further, the majority of members chose to continue to meet on a bi-monthly basis.

V. PUBLIC COMMENT

No members of the public attended and no comment was taken.

VI. NEXT MEETING

The next EDAC meeting is scheduled for Wednesday, August 11, 2021 at 9 a.m. Location TBD.

VII. ADJOURNMENT

With there being no further business, a **motion** to adjourn was made by Jaworski at 9:46 a.m. The **motion** was seconded by Polk, and carried.