

ECONOMIC DEVELOPMENT INCENTIVE FUND COMMISSION

January 2017 Meeting Summary

The January 30, 2017 meeting was called to order by Chairman Dieter Scherer at 9:08 a.m. in the County Commissioners' Chambers, 107 N. Liberty Street, Centreville, MD. In addition to Chairman Scherer, the following members were present: Michael Whitehill, Chris Corchiarino, Debbie Scott, and Gregg Todd, County Administrator. Jean Fabi, Acting Director of QACED, and Jonathan Seeman, Director of the Department of Finance, were also present.

The agenda and the December meeting summary were accepted by the Commission.

Old Business:

Ms. Fabi provided an update on the EDIF recipients. Chesapeake Fields Farmers Cooperative held an open house at its Indian Point Facility to showcase its new facility, made possible in part by an EDIF grant. Mr. Whitehall and Ms. Fabi attended. Ms. Fabi is still working with Signtex to finalize its EDIF agreement. The site plan for the addition has not been approved to date. A building permit application has been filed but is being held pending approval. Quarterly employment reports are being received from companies that have the quarterly submittal requirement in their agreements. Ms. Fabi recommended reviewing the agreements and updating accordingly to reflect annual reporting. Ms. Fabi will be contacting Talisman Therapeutic Riding for the additional information requested.

The EDIF reviewed the revised program and policy guidelines adopted at the January meeting. Ms. Scott presented the commission with a process tracking spreadsheet and a revised EDIF application reflective of the new review process. The EDIF recommended minor modifications to the application and to the process tracking spreadsheet, both of which to be reviewed at the next meeting.

Jonathan Seeman reviewed the EDIF Fund balance. A budget request is required for funding of the program as the direct funding from the recordation tax has been eliminated. A budget request to the Commissioners will be discussed further at the next meeting.

New Business:

Ms. Scott presented the commission with a process tracking spreadsheet and a revised EDIF application reflective of the new review process. The EDIF recommended minor modifications to the application and to the process tracking spreadsheet, both of which to be reviewed at the next meeting.

The EDIF discussed the establishment of time-line for marketing and acceptance of funding requests. Mr. Scherer will be working with QACTV to do video testimonials of fund recipients. The webpage will be updated with the new application. The EDIF will market the program, established a tentative deadline of receipt of applications in April, with final timeline will be determined at the February meeting.

The meeting was adjourned at 10:50 a.m.