

**WEST POINT
ECONOMIC DEVELOPMENT AUTHORITY
MINUTES
September 27th, 2012**

I. Call to Order

Carol Cunningham called the meeting to order at 6:20 p.m. in the Downtown Business Center, 621 Main Street, West Point, Virginia.

Members Present: Carol Cunningham, Chairman
Lisa Graham
Paul Kelley
William B. Lee
Lauren Shephard

Members Absent: Debbie Brockwell
Jack Lawson

Also Present: John B. Edwards, Town Manager
Karen Barrow, Town Clerk

II. Review of Agenda

There were no changes made to the agenda.

III. Adoption of Minutes

June 28th 2012

Mrs. Graham made a motion to adopt the minutes of June 28th 2012, seconded by Mrs. Shephard. Upon a unanimous vote, the motion was approved.

IV. Financial Report

Ms. Shephard made a motion to adopt the Finance Report, seconded by Mr. Lee. Upon a unanimous vote the motion was approved.

V. Economic Development Update

Mr. Edwards provided the EDA with an update on the following items: 1) The ribbon cutting for the gas line at RockTenn is scheduled for Tuesday, October 9th at 2012. 2) The Town Manager and Mayor met with 4 on the Shore to discuss the Marina. Due to the current economic situation they are unable to move forward on the project it would be two years before they would be able to start the project. The Health Department has extended the grant to the end of September 2013. The Health Department has been

helpful and will prepare a draft minimum scope of work that will assist with fulfilling the grant, once the scope is complete it would be three or four years before work would begin on the project. 3) Town Council hired a part-time Economic Development Consultant to work on projects like 4 on the Shore and Phase II of Riverwalk. His name is Greg Kelley. 4) VDOT did grant a 2 year extension on the access road at the Industrial Park.

VI. Old Business

A. Appointments/Re-appointments

Mr. Edwards advised that Town Council reappointed the three members requiring reappointment and appointed Debbie Brockwell to fill the unexpired term for John Koch.

B. Industrial Park Update

1. Soil Removal

Mr. Edwards advised that he met Mr. Hayden at the Industrial Park to review the berm dirt. Mr. Hayden is unable to use the dirt for a project he is currently working on, however he is interested in the dirt and will remove the dirt at some point.

C. Downtown Business Center Update

Mr. Edwards advised that two new businesses have moved into the business center into Shwan's and TC's offices.

D. Web Site Update

Mr. Edwards advised the new Web Site has been launched, Charlotte Scanlan has worked diligently with L Marketing on updating the information. Mr. Edwards thanked the EDA for assisting with the funding for the web site.

The consensus of the EDA was that the new web site looked good and is an improvement over the old site.

VII. Next Meeting Date

Mr. Edwards advised that Debbie Brockwell is unavailable for the meetings on the fourth Thursday of each month.

The consensus of the EDA was to change the meeting to the third Tuesday quarterly.

Ms. Shephard made a motion to change the next meeting to December 18th 2012. Seconded by Mr. Lee, upon a unanimous vote the motion was approved.

VIII. Adjournment

There being no further business, Carol Cunningham adjourned the meeting at 6:40 p.m.

Approved _____ / _____ / _____

Carol Cunningham, Chairman
West Point Economic
Development Authority

Members Terms

Carol Cunningham, Chairman	843-7399	9/30/13
Debbie Brockwell	843-2485	9/30/13
Lisa Graham	843-2708	9/30/16
Paul Kelley	314-2120	9/30/14
Jack Lawson	843-3500	9/30/16
W. Bernard Lee	381-9868	9/30/14
Lauren Shephard	843-7272	9/30/16