

Meeting Minutes
ECONOMIC DEVELOPMENT AUTHORITY
August 24, 2021

At a regular meeting of the Economic Development Authority of York County, Virginia, held on August 24, 2021, at 5:00 p.m. in the Board Room of York Hall, 301 Main Street, Yorktown, Virginia, those present were:

Steven A. Meade, Chairman
Harmon J. Coxton, Vice Chair
J. Mark Carter
Leslie Henderson Schultz
David Murray
Jeffrey Clemons

Others present:

Neil Morgan, County Administrator
Mark Bellamy, Deputy County Administrator
James Barnett, County Attorney
Richard Hill, Deputy County Attorney
James W. Noel, Jr., Secretary/Treasurer and Director of Economic Development
Melissa M. Davidson, Assistant Director of Economic Development
Amanda R. Ridings, Economic Development Coordinator

CALL TO ORDER

The meeting was called to order at 5:00 p.m. by Chairman Meade.

ROLL CALL

A quorum was established with six members present.

ELECTION OF OFFICERS

Mr. Noel conducted the election of officers for the Economic Development Authority for the Fiscal Year 2022.

Mr. Carter nominated Mr. Meade for Chairman, Mr. Coxton for Vice Chairman and Mr. Noel as Secretary/ Treasurer.

Mr. Coxton seconded the nomination.

The proposed officers for FY22 are as follows:

Chairman Steven A. Meade
Vice-Chairman Harmon J. Coxton
Secretary/Treasurer James W. Noel, Jr.

Mr. Clemons motioned to approve nominations of the proposed slate of officers for the EDA for fiscal year 2022.

Mrs. Schultz seconded the motion.

On roll call the vote was:

Yea: (6) Carter, Coxton, Clemons, Murray, Schultz, Meade
Nay: (0)

CITIZENS' COMMENT PERIOD

None.

PRESENTATIONS

None.

NEW BUSINESS

ECONOMIC DEVELOPMENT GRANT APPLICATION

Mr. Noel reported that Matt Bowry, Managing Partner, of the Yorktown Beach Hotel (formerly Duke of York) has submitted an application for an Economic Development Grant to assist in the renovation of the hotel. He introduced Mr. Bowry to present his renovation plans.

Mr. Bowry explained that he has been trying to acquire the Duke of York for over ten years and is so excited to have finally done so. He explained that the grant funds would be used to replace the pole sign with a brick monument sign and replace the first floor windows in the phase one renovations. The total renovation budget is \$975,000, which will include renovations to the elevators, pool deck, and much more, and will take 18-36 months to complete. Phases two and three will be funded through operational cash flow. The restaurant will be removed and there will be a food truck on Sundays.

Mr. Noel stated that the former owners of the Duke of York hotel had neglected this property for several years. Mr. Bowry has indicated that with our assistance he will be able to accelerate his renovation timeline, thereby accelerating increases in

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occupancy/rate and the resulting tax revenue. He has already increased York County tax revenues 40% from 2019 to 2021, on a month to month comparison.

Mr. Noel explained that the Yorktown Beach Hotel is an iconic mainstay in historic Yorktown and an important part of our tourism infrastructure. The new owner is doing all the right things to keep the hotel competitive in today's market. The grant request is for \$ 85,000 and is within the general approval window of two years of projected tax impact. The current unencumbered balance in the Capital Fund is \$426,007, however that does not reflect the recent land sale in the York River Commerce Park South of \$171,200. Mr. Bowry has indicated that he would likely request additional support in the future, which also needs to be considered.

Mr. Noel suggested that we tie the grant to the new windows. That would be a grant amount of \$60,000. Mr. Bowry could apply for other EDA grants once he has had the hotel for a year.

Mr. Carter motioned to approve a \$60,000 grant from the EDA's capital fund for the Yorktown Beach Hotel window upgrade.

Ms. Schultz seconded the motion.

On roll call the vote was:

Yea: (6) Carter, Coxton, Clemons, Murray, Schultz, Meade
Nay: (0)

EDA OPERATING BUDGET REVISIONS

Mr. Noel explained that since the FY22 EDA operating budget was approved at the June meeting, a few things have transpired that impact our revenues and expenses. On the revenue side, the Board of Supervisors did not approve the \$33,000 contribution that is typically given to the EDA to support the operating budget. On the expense side, staff is now recommending that we do not renew the Survey Monkey Apply maintenance contract, which will reduce expenses by \$10,200. The capital fund contribution request for the operating budget has been increased by \$22,800 to account for the resulting delta. Lastly, an income line and related expense for miscellaneous contractual services was inadvertently left out of the original budget. That \$12,500 has now been added in, as both income from the Office of Economic Development budget and as an expense for the public relations contractual services.

Mr. Clemons motioned to approve the revisions for the FY2022 Operating Budget.

Mr. Coxton seconded the motion.

On roll call the vote was:

Yea: (6) Coxton, Clemons, Murray, Schultz, Carter, Meade
Nay: (0)

HAMPTON ROADS WORKFORCE COUNCIL SPONSORSHIP

Mr. Noel reported that the newly formed Hampton Roads Workforce Council (HRWC) is holding a Workforce Innovation Awards program to recognize workforce innovators in our region. This event is scheduled for September 30, 5 - 7 P.M. at the Decker Half Moone Center in Norfolk. The HRWC is the result of the recent merger of the former Southside and Peninsula public workforce organizations. He would like to show our support of the new organization and this new event through a \$500 sponsorship. We will receive 5 seats at the event at this level of sponsorship.

Mr. Coxton motioned to approve the \$500 sponsorship to the Hampton Roads Workforce Council from the EDA's capital fund.

Mr. Murray seconded the motion.

On roll call the vote was:

Yea: (5) Murray, Schultz, Carter, Coxton, Meade
Nay: (0)
Abstain: (1) Clemons (Mr. Clemons is a member of the Council's Board)

OLD BUSINESS

CVI WILLIAMSBURG DEMOLITION GRANT

Mr. Noel stated that he had requested EDA approval via email to convert the approved Demolition Loan for the conversion work on the former George Washington Hotel to a grant. He received unanimous approval to proceed with restructuring the \$30,000 commitment in this manner, but said that the EDA does need to take formal action to ratify this decision.

Mr. Carter motioned to approve the CVI Williamsburg Demolition Grant from the EDA's capital fund for \$30,000.

Mr. Murray seconded the motion.

On roll call the vote was:

Yea: (6) Murray, Schultz, Carter, Coxton, Clemons, Meade
Nay: (0)

FINANCIAL REPORTS

The Chairman duly noted the receipt of the May 2021 and June 2021 financial reports.

APPROVAL OF MINUTES

Mr. Morgan explained that under his remarks, the minutes should read, "\$13.6 million in American Rescue Plan Act money", not CARES Act money.

The minutes of the June 17, 2021, meeting of the Economic Development Authority of York County were approved, as amended, by vote as follows:

Yea: (4) Schultz, Carter, Coxton, Meade
Nay: (0)
Abstain: (2) Murray, Clemons

CLOSED MEETING

The Chairman noted it was in his judgment appropriate for the Authority to enter into closed meeting as authorized by the Freedom of Information Act for the purpose of public property under Section 2.2-3711(A)(3) and prospective business under Section 2.2-3711(A)(5).

Mr. Coxton moved that the Authority enter into a closed meeting for the aforesaid purpose and that the Authority deemed it necessary, as specified by the Virginia Freedom of Information Act, that non-members Neil Morgan, Mark Bellamy, Richard Hill, Jim Barnett, Jim Noel, Melissa Davidson, Amanda Ridings, and Steve Spain be present during the closed meeting.

Mr. Schultz seconded the motion.

On roll call the vote was:

Yea: (6) Carter, Coxton, Clemons, Murray, Schulz, Meade
Nay: (0)

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The Authority entered into closed meeting at 5:30 p.m.

RETURN FROM CLOSED MEETING

The Authority returned to open meeting at 5:57 p.m.

ROLL CALL VOTE CERTIFYING COMPLIANCE WITH SECTION 2.2-3711.1 OF THE CODE OF VIRGINIA

Mr. Coxton moved that, to the best of each member's knowledge, only public business matters lawfully exempted from the open meeting requirements specified under the Virginia Freedom of Information Act were discussed in closed meeting, and that only such public business matters related to public property under Section 2.2-3711(A)(3) and prospective business under Section 2.2-3711(A)(5) were discussed during closed meeting.

The Chairman stated if any member of the Authority believed that there was a departure from the requirements of the Virginia Freedom of Information Act, that the member was required by law to state his objection prior to the vote, indicating the substance of the departure that in his judgment had taken place. No such objection being raised, the roll call was as follows:

Yea: (6) Coxton, Clemons, Murray, Schulz, Carter, Meade
Nay: (0)

NEW MATTERS

None.

COUNTY ADMINISTRATOR COMMENTS

Mr. Morgan reported that there is a new Capital Improvement Plan project that will cost \$1.5 million and be funded from the American Rescue Plan Act (ARPA) funds. This project will be the installation of a dark fiber connection between the five county buildings in the northern part of the county, which will help with reliable connections with higher volumes. A private vendor would install the dark fiber with about 100 strands and the county would lease a few strands. This will be recommended to the Board at the September meeting.

Mr. Morgan stated that in the upcoming reassessment, he expects residential reassessments to go up significantly. He's hoping he won't have to recommend any more tax increases, and may even be able to recommend a modest rate decrease. He stated that

the trend for commercial property is a little different. Residential property values will be going up and commercial property values will be going down.

Mr. Morgan reported that the Comprehensive Plan Committee is having two additional public meetings on the land use chapter. They will be on September 1st and September 15th from 5pm-7pm. The committee added these sessions based on the suggestions of several residents in the north end of the county, who are concerned about growth. He noted that the Pottery property is the only large piece of commercial land left in the county.

DEPUTY COUNTY ADMINISTRATOR COMMENTS

Mr. Bellamy reported that the CDBG Small Business Grant Program has helped 139 businesses in the county. \$2.6 million has been given to businesses in York County, Poquoson, and Williamsburg. Another two million dollars has been requested and we are waiting to see if that will be approved.

DIRECTOR OF ECONOMIC DEVELOPMENT COMMENTS

Mr. Noel explained that there are several vacancies in the EDA Committees. He asked that all EDA members look over the vacancies to see if they would be interested in serving on any of them. This will be reviewed again at the next meeting.

Mr. Noel reported that the EVRIFA moved forward to acquiring the Fuel Farm property. The committee agreed to lease the property for thirty seven years to CI Renewables (formerly KDC Solar) for a twenty megawatt solar facility. They are still planning on an October closing date.

Mr. Noel stated that work is progressing on the architectural services contract for Riverwalk Landing Restaurant. They are currently narrowing down the scope of work and finalizing the budget. The entrance for Water Street Grille will move to the Riverwalk Landing entrance. All of the outdoor dining space will be linked together and permanent roofing will be added.

Mr. Noel stated that the Seaford Scallop dredging project is down to determining the cost and location for the dredged material. There are two potential sites for depositing the material: The Goodwin Islands and the Ashe property. The Goodwin Islands would be the preferred location from a cost perspective

ASSISTANT DIRECTOR OF ECONOMIC DEVELOPMENT COMMENTS

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Mrs. Davidson explained that one of the main goals of the additional CDBG money, should it be awarded to us, is to fund applications that have already come in, but that we weren't able to fund with the initial money. There are twenty one pending York County applications that total \$203,000 that we have not been able to fund. The state has indicated that they will try to award at a minimum that amount.

MEMBERS' COMMENTS

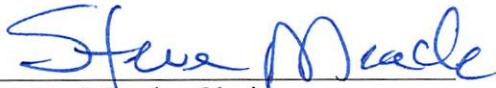
None.

CHAIRMAN'S COMMENTS

None.

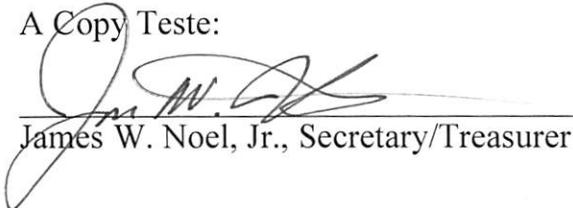
ADJOURN

There being no further business, the Chairman adjourned the meeting at 6:30 p.m.



Steven A. Meade, Chairman

A Copy Teste:



James W. Noel, Jr., Secretary/Treasurer