

Meeting Minutes
ECONOMIC DEVELOPMENT AUTHORITY
October 26, 2021

At a regular meeting of the Economic Development Authority of York County, Virginia, held on October 26, 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
David Murray
Jeffrey Clemons

Others present:

Neil Morgan, County Administrator
Mark Bellamy, Deputy County Administrator
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 five members present.

CITIZENS' COMMENT PERIOD

None.

PRESENTATIONS

Mr. Noel presented a PowerPoint in order to efficiently update the EDA on multiple active projects. Topics for the presentation included:

- **EDA Property Sales:**
 - The Miller Group has cleared their site for a 20,000 square foot flex building.
 - Leebcor has a site plan approved for three 20,000 square foot buildings. They should be breaking ground in November on the first building.
 - The property sale in the York River Commerce Park to Mr. Spain has been stalled due to the Dominion representative, Mr. Johnson being very busy. Contact has been made and he should be getting a contract to him soon.
 - Smith-Jones, also known as Metal Works has finally closed on the two acre parcel in York Rover Commerce Park South.
 - The three year option agreement with Delorean Power has been executed for the twenty acres in Busch Industrial Park.
- **General Economic Development Updates:**
 - We are continuing to work with the Core of Engineers on the study to dredge the entrance channel to Seaford Scallop. VIMS wants to participate in the project and will help evaluate if we can have the dredged material deposited on the Goodwin Islands.
 - We had a kickoff meeting with Retail Strategies for our three year contract. The representatives were very knowledgeable and were visiting a lot of our retail sites while they were here. They are finalizing a marketing plan for us and will be presenting it to us by the end of the year.
 - Proposals are being accepted until the end of November for the acquisition of the Grafton Annex site (former Fire Station 1).
 - The old Ruby Tuesdays site on Victory Blvd will be turned into a new restaurant called Raising Cane's. This is a chain drive thru that features chicken fingers.
 - There was interest in putting a church that would incorporate some retail, restaurants and possibly a day care at in the old JC Penney building in the Marquis. The county approved the rezoning request, but the church has been unable to secure approval from the Marquis property owners.
 - Project Crypto, which is the proposed Data Center on the virtual building site in York Commerce Park, has not made any progress with securing any tenants.
- **Detailed Project Updates:**
 - Enteros has completed schematic plans for Riverwalk Restaurant. We should have initial pricing next week. The cost could be in the \$3.8 million range to include furniture. After we get the final cost, Mr. Noel will work with Mr. Buffa on negotiations for the new lease. Mr. Noel presented renderings and explained the new design for the restaurant.
 - There was a delay in construction on the Beale's East project because they had to bring in a lot of select material and elevate the site. There were also significant delays in getting concrete deliveries. The footers are finally poured and the water meter is almost set. Everything should move quickly

- after the water meter is set.
 - The second Virginia Tourism Grant for The Edge District is wrapping up. Consociate Media implemented the grants for Dining on the Edge and tourism promotional items (rack cards).
 - The real estate documents have been approved by all parties for the EVRIFA's acquisition of the "Fuel Farm" property and subsequent ground lease to CI Renewables for a 20MW solar facility. The solar facility will occupy roughly 180 acres of the 432 acre tract. The plan is to close on the property next month.
- Mrs. Davidson presented an update on the COVID-19 Recovery Assistance Grant. She reviewed the number of businesses receiving assistance and the grant award amounts from the three phases.

Mr. Noel continued the presentation.

- Looking to the Future:
 - Retail property repositioning for office and light industrial use and zoning ordinance adjustments to support this will be key commercial real estate issues moving forward. Home based businesses and teleworking are increasing and the quality of our community will position us well for this trend.
 - The decision has been made to shift from the Greater Williamsburg Partnership as our Regional Economic Development Organization, to the Hampton Roads Alliance. This will be effective on December 1, 2021.
 - Mr. Noel plans to retire from his position as Economic Development Director at the end of May 2022. Mrs. Davidson will be resigning from her the role of Assistant Director of Economic Development on December 3, 2021.

Mr. Morgan explained that they are pretty close to coming up with a plan of action in terms of organizational continuity for the Economic Development Department. He is hoping to be able to share the transition details at the next EDA meeting.

NEW BUSINESS

REMOTE PARTICIPATION POLICY

Mr. Noel reported that state law requires organizations like the EDA to adopt a policy allowing remote meeting participation under specific conditions. There will still have to be a quorum physically present, and there are a few technical requirements that must be

met. Mr. Barnett drafted the resolution for the EDA members to adopt.

Mr. Coxton motioned to approve the Remote Participation Policy.

Mr. Clemons seconded the motion.

On roll call the vote was:

Yea: (5) Carter, Coxton, Clemons, Murray, Meade
Nay: (0)

BUCK STAYS HERE – BUSINESS BOOST

Mr. Noel reported that The Greater Williamsburg Chamber of Commerce is requesting a \$5,000 contribution to support a gift card buy down initiative. The idea is to buy \$50 VISA gift cards and sell them for \$25. They will be usable at almost any establishment in the area. The gift cards will be available for purchase at a different location each week and the sale events will be promoted on the radio and internet. Many of our tourist related retailers and restaurants are still struggling and this program should give them a financial boost. Funding for this effort is available in the Capital Fund.

Mr. Carter motioned to approve a contribution of \$5,000 from the EDA's capital fund for the Buck Stays Here initiative.

Mr. Murray seconded the motion.

On roll call the vote was:

Yea: (5) Coxton, Clemons, Murray, Carter, Meade
Nay: (0)

ARCHITECTURAL SERVICES CONTRACT FEE MODIFICATION

Mr. Noel explained that the EDA approved the architectural services contract for the restaurant renovation and remodel at the June meeting. Subsequent to that approval he met with the architect's team and Mr. Buffa to review the scope of work in detail. One item that was listed as an option was adding a new kitchen hood. The architectural work associated with adding a new kitchen hood was \$31,195. It was determined at the scope of work meeting that the new kitchen hood for the new cook line needs to be included. This requires an increase in the approved contract of \$31,195, plus \$161 in miscellaneous

expenses. Therefore, the EDA would need to approve an increase to the total contract amount from \$271,515 to \$302,871.

Mr. Coxton asked if Mr. Noel thought that this will be the last time they come back requesting a supplement.

Mr. Noel stated that the contract does not contain any more cost options and he does not anticipate any other changes.

Mr. Clemons motioned to approve the increase to the architectural services contract of \$31,195, plus \$161 in miscellaneous expenses from the EDA's capital fund.

Mr. Carter seconded the motion.

On roll call the vote was:

Yea: (5) Clemons, Murray, Carter, Coxton, Meade
Nay: (0)

OLD BUSINESS

SUB-COMMITTEE ASSIGNMENTS

Mr. Noel stated that at the last meeting we discussed filling various committee assignments that are currently vacant. Mr. Clemons volunteered to fill the YCSD Business Advisory Council vacancy. Mr. Murray offered to serve on the Riverwalk Landing Committee.

FINANCIAL REPORTS

The Chairman duly noted the receipt of the July 2021, August 2021, and September 2021 financial reports.

APPROVAL OF MINUTES

The minutes of the August 24, 2021, meeting of the Economic Development Authority of York County were approved, as amended with the correction of Mr. Hill's name, by vote as follows:

Yea: (5) Carter, Coxton, Clemons, Murray, Meade
Nay: (0)

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).

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, Richard Hill, Jim Noel, Melissa Davidson, and Amanda Ridings be present during the closed meeting.

Mr. Murray seconded the motion.

On roll call the vote was:

Yea: (5) Carter, Coxton, Clemons, Murray, Meade
Nay: (0)

The Authority entered into closed meeting at 6:00 p.m.

RETURN FROM CLOSED MEETING

The Authority returned to open meeting at 6:28 p.m.

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

Mr. Meade 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) 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: (5) Coxton, Clemons, Murray, Carter, Meade
Nay: (0)

NEW MATTERS

None.

COUNTY ADMINISTRATOR COMMENTS

Mr. Morgan explained how he will be proposing to use the \$13.6 million in ARPA funds awarded to York County. This amount is significantly less than what neighboring cities will receive. The board has approved \$1.5 million to build a dark fiber ring that will connect five county buildings in the north end of the county. This will be a substantial upgrade of our internet capacity over time and save us a great deal of money. He reported that the board also approved a bonus of \$3,000 for all public safety personnel and \$1,500 for all other employees below the level of departmental director. Most of the remaining funds will be routed through the capital improvement plan (CIP) budget process, which will give citizens and the board an opportunity to comment on it. He plans to propose that \$3 million be used for school CIP projects and \$2 million be set aside for the Riverwalk Restaurant renovation. He also suggested putting funds towards improving several recreational facilities.

Mr. Morgan stated that there is a plan to move forward with the construction of a sports tourism facility with the City of Williamsburg and James City County. A resolution supporting this project and forming a regional sports authority, will go to the Board of Supervisors at the November 16th meeting. The three local governments would be voting members of the authority and would oversee the design and construction of an indoor sports tourism facility. The location would be where the Colonial Williamsburg Visitors Center is currently located. The first step would be to create the Sports Tourism Authority and then there would need to be decisions on detailed facility design and the procurement of design and construction services. The City of Williamsburg would be absorbing the capital costs and the counties would be assisting with the operating expenses.

DEPUTY COUNTY ADMINISTRATOR COMMENTS

None.

DIRECTOR OF ECONOMIC DEVELOPMENT COMMENTS

Mr. Noel commented on what an amazing colleague Mrs. Davidson has been the last 17 years. She has been a champion for home based businesses and strong supporter of our existing businesses. Her contributions to the Office of Economic Development have been deep and wide, and she has significantly improved our local business environment.

ASSISTANT DIRECTOR OF ECONOMIC DEVELOPMENT COMMENTS

Mrs. Davidson recognized Mr. Noel for the Cardinal Award he received at the VEDA conference.

MEMBERS' COMMENTS

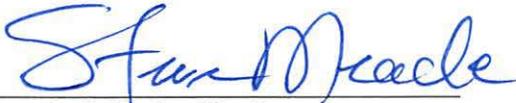
All of the EDA members recognized and thanked Mrs. Davidson for her work over the years.

CHAIRMAN'S COMMENTS

None.

ADJOURN

There being no further business, the Chairman adjourned the meeting at 6:45 p.m.



Steven A. Meade, Chairman

A Copy Teste:



James W. Noel, Jr., Secretary/Treasurer