

Meeting Minutes
ECONOMIC DEVELOPMENT AUTHORITY
May 28, 2019

At a regular meeting of the Economic Development Authority of York County, Virginia, held on May 28, 2019, at 4:01 p.m. in the East Room of York Hall, 301 Main Street, Yorktown, Virginia, those present were:

R. Anderson Moberg, Chairman
Steven A. Meade, Vice-Chairman
Vernard E. Lockwood, II, Treasurer
John Biagas, Secretary
J. Mark Carter
Harmon J. Coxton
Leslie Henderson Schultz

Others present:

Neil A. Morgan, County Administrator
James Barnett, County Attorney
James W. Noel, Jr., Assistant Secretary and Director of Economic Development
Melissa M. Davidson, Assistant Director of Economic Development

CALL TO ORDER

The meeting was called to order at 4:01 p.m. by Chairman Moberg.

ROLL CALL

A quorum was established with all members present.

CITIZENS' COMMENT PERIOD

None.

OLD BUSINESS

EVRIFA AND GOVA UNMANNED SYSTEMS GRANT UPDATE

Mr. Noel provided an update on the status of the EVRIFA and GOVA Unmanned Systems Grant. He explained that at the last EVRIFA meeting, it was suggested that each locality contribute money towards basic organizational and legal costs. The proposed amounts would be \$3,000 for larger communities and \$1,500 for smaller communities.

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Mr. Coxton moved to authorize the EDA to contribute \$3,000 from the EDA's capital fund towards legal and organizational costs for the EVRIFA.

Mr. Lockwood seconded the motion.

On roll call the vote was:

Yea: (6) Carter, Coxton, Lockwood, Meade, Schultz, Moberg,
Nay: (0)

Mr. Noel explained that KDC Solar is interested in doing a solar farm on the Fuel Farm property and has offered to pay for the entire property. They will do a long-term ground lease for the 150 acres needed for their solar farm and the EVRIFA would get the remaining land for the Unmanned Systems Facility. The key is that KDC Solar be able to build in 2020, because they are relying on tax credits that expire after that time. It will be about a nine month building time frame. They have been asked to modify their letter of intent outlining the new business terms.

GWP & LAUNCHPAD UPDATES

Mr. Noel provided an update on the transition of the Greater Williamsburg Partnership and Launchpad. He reported that Launchpad is moving under the auspices of the William & Mary Alan B. Miller Entrepreneurial School and will be located in Tribe Square, off Richmond Road. The three localities will continue to make an annual contribution, but will no longer be involved in a leasing obligation. Mr. Noel reported that this move will require a contribution of up to \$50,000 from each of the three localities, to get out of the current lease and help cover the build out cost. Moving past that, the EDA's financial exposure will be capped at the annual contribution of \$34,500.

Mr. Noel reported that the GWP will be transitioning to become a part of the Greater Williamsburg Chamber's Business Council, under the leadership of Terry Banez. This move will provide stability for the GWP, with the addition of permanent office space and administrative support staff, as well as a new marketing manager to run the program. Mr. Noel said that the total annual contribution to the GWP will remain the same but \$10,000 will come from the EDA's operating budget and the remainder will come from the County's allocation through the Office of Economic Development.

Mr. Meade added that the GWP transition date is scheduled for July 1 and everyone that's on the board, with the exception of one person, will be transitioning over to help continue running it.

Mr. Noel reported that the Launchpad transition will be at the end of August.

LEEBCOR PROPERTY SALE

Mr. Noel explained that at the last meeting, the EDA approved the sale of an additional 1.124 acres of property in Busch Industrial Park to Leebcor Services. This was in addition to the previously approved sale of 6.5 acres to Leebcor to build their new headquarters building of roughly 20,000 square feet. They now want to do three buildings at 20,000 square feet each and need a little bit more land, all of which is in the power line easement. Although this additional sale was approved at the last meeting, Mr. Barnett suggested the EDA do a formal resolution, so the title company will have the proper documentation needed to close.

Mr. Meade moved to approve the Chairman to execute a resolution for the previously approved sale of an additional 1.124 acres of property in Busch Industrial Park to Leebcor Services.

Mr. Carter seconded the motion.

On roll call the vote was:

Yea: (7) Coxton, Lockwood, Meade, Schultz, Biagas, Carter, Moberg,
Nay: (0)

KING OF CLUBS GRANT

Mr. Noel provided an update on the previously approved grant to King of Clubs Coffee. The company has secured a new location in the Palace Shops off Bypass Road. They are now doing business as Mandela Trading Company, prompting an update of the performance agreement for the grant. The name of company has been modified on the performance agreement. An expiration date has been added to stipulate that they must secure a location and acquire their equipment by the end of the calendar year or the grant will have to be reconsidered.

Mr. Meade moved to approve amending the King of Clubs grant to reflect the new name, Mandela Trading Company, and an expiration date of December 31, 2019.

Mrs. Schultz seconded the motion

On roll call the vote was:

Yea: (7) Lockwood, Meade, Schultz, Biagas, Carter, Coxton, Moberg
Nay: (0)

NEW BUSINESS

SVT ROBOTICS INCENTIVE WAIVER

Mr. Noel explained that SVT Robotics, a company that does open-sourced software for communicating with robots in a warehousing environment, is currently leasing space at the Launchpad, but is graduating soon. They need to expand into about 5,000-6,000 sq. ft. They have talked about moving out of the region, so James City County (JCC) would like to offer them an incentive to stay. Mr. Noel said there is a memorandum of understanding stating that the three participating localities cannot offer incentives to Launchpad graduates, unless agreed to by all parties. JCC has asked for permission to offer an incentive. Mr. Noel explained that it would be a good idea to allow JCC to offer the incentive to keep them in the area, as the company could generate a lot of high-paying jobs. Through our revenue sharing agreement for any Launchpad clients, the tax revenue will still get shared for five years when a client graduates and establishes a commercial presence in a building in any of the three participating localities. The Williamsburg EDA has already approved the incentive waiver request.

Mr. Meade moved to approve the request from James City County to waive the incentive restriction for SVT Robotics.

Mr. Lockwood seconded the motion

On roll call the vote was:

Yea: (7) Meade, Schultz, Biagas, Carter, Coxton, Lockwood, Moberg,
Nay: (0)

IVERSON DENTAL CARE GRANT

Mr. Noel explained that Dr. Iverson, a local dentist currently operating out of space on Rt. 17 near Goodwin Neck Rd., has purchased the former Red Cross building on Rt. 17 to expand his practice. He has engaged a contractor, Fjord Construction, to make renovations to the property and building. One project will be to use pavers for parking, instead of asphalt, to upgrade the appearance of the building. Mr. Noel introduced Dr. Iverson to discuss his business, renovation plans, and financial assistance request.

Mr. Noel mentioned that Dr. Iverson is interested in doing more commercial development on the adjacent parcel to the left of the Red Cross building in the future.

Dr. Iverson explained that he wants to see the County do well and plans on being here for a long time. He would like to modernize his new building and wants to find a way to utilize the back half of the lot, in combination with the adjacent lot, in the future. The combined lots could possibly accommodate 7,000-10,000 sq. ft. of new commercial space.

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Dr. Iverson explained his plans to upgrade the building, both inside and out, and requested assistance from the EDA on the parking pavers, which are visible from Rt. 17 and would greatly enhance the appearance of the site. Dr. Iverson said that he expects to have permits soon and begin work by the end of the year.

Several EDA members advised Dr. Iverson to also look into the state and federal historic tax credits that are offered for the renovation of older structures.

FINANCIAL REPORTS

The Chairman duly noted the receipt of the August, September, October, November, & December 2018 and January & February 2019 Financial Reports

APPROVAL OF MINUTES

The minutes of the April 23, 2019, meeting of the Economic Development Authority of York County were approved by vote as follows:

Mr. Lockwood motioned approval of the April 23, 2019 meeting minutes.

Mr. Meade seconded the motion.

On roll call the vote was:

Yea:	(6)	Biagas, Carter, Lockwood, Meade, Coxton, Moberg
Nay:	(0)	
Abstain:	(1)	Schultz

CLOSED MEETING

None.

COUNTY ADMINISTRATOR COMMENTS

Mr. Morgan provided a review of the new county budget, mentioning that both the operating budget and capital improvement plan have been approved. Under the CIP, Mr. Morgan reported that there is now a plan in place for renovating and relocating various county facilities. The most costly item will be the new Law Enforcement building, the design of which will begin this summer. Mr. Morgan mentioned that the CIP provides for an average of about \$9.5 million a year, over a six year period, for school renovations. He also said that there is a \$250,000 cash capital line item for the Economic Development Authority's capital fund and stated that the Board of Supervisors has built up their Economic Development reserve to the stated policy level of a million and half dollars.

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DIRECTOR OF ECONOMIC DEVELOPMENT COMMENTS

Mr. Noel stated that he had a good meeting with representatives from Waukeshaw Development and County staff regarding the announcement of the Rt. 17 restaurant project, which he is hoping will go to closing in June, as planned. He also met with potential investors looking at the property to the left of the new restaurant property.

Mr. Noel requested feedback on Dr. Iverson's earlier presentation. He also noted that Dr. Iverson requested \$95,000 for the pavers, and that the full project cost would be about \$119,000.

Discussion ensued about the possible financial incentives and terms to offer.

Mr. Biagas moved to approve a \$30,000 grant from the EDA's capital fund to Dr. Iverson for property improvements, specifically the installation of parking pavers, on his property, located at 6912 George Washington Memorial Highway.

Mr. Lockwood seconded the motion.

After much discussion, Mr. Biagas modified his motion to include an additional grant of \$20,000 from the EDA's capital fund if Dr. Iverson provides a cross access easement with the adjacent parcel within two years from occupancy.

On roll call the vote was:

Yea: (7) Biagas, Carter, Coxton, Lockwood, Meade, Schultz, Moberg
Nay: (0)

Mr. Noel stated that he offered the office administrator position to a potential candidate, but that it was turned down. There are three more interviews to follow. Mr. Moberg has been participating in the interviews with Mr. Noel and Mrs. Davidson.

ASSISTANT DIRECTOR OF ECONOMIC DEVELOPMENT COMMENTS

Mrs. Davidson handed out the new calendar year 2018 EDA Annual Report. She mentioned that the report has been redesigned and is much more streamlined than previous years. Mrs. Davidson mentioned that the report was distributed at the recent State of the County event and that it is also now available online and in print.

MEMBERS' COMMENTS

Mr. Lockwood asked if we had reconsidered doing anything with the property on the bluff above the parking terrace or expanding the garage.

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Mr. Noel stated that there was no activity at this time, but that we've had some interest in the past in a possible high-end inn.

CHAIRMAN'S COMMENTS

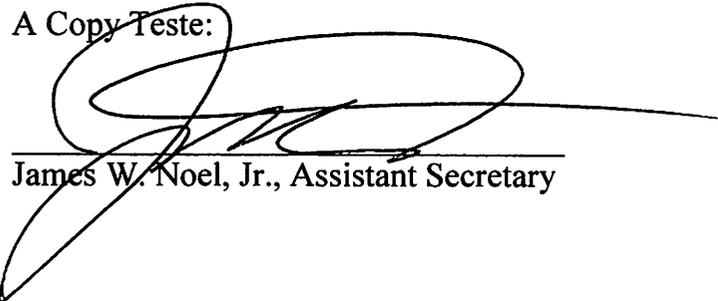
None.

ADJOURN

There being no further business, the Chairman adjourned the meeting at 5:15 p.m.


R. Anderson Moberg, Chairman

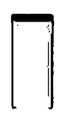
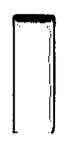
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James W. Noel, Jr., Assistant Secretary

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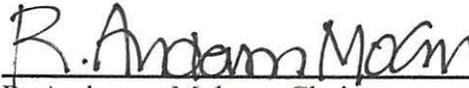


**WAIVER OF NOTICE
REGULAR MEETING
ECONOMIC DEVELOPMENT AUTHORITY
YORK COUNTY, VIRGINIA**

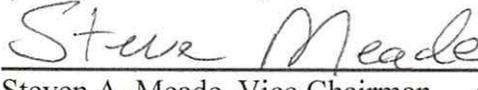
The undersigned, constituting a majority of the Directors of the Economic Development Authority of York County, Virginia (the Authority), do hereby waive call and notice of time, place and purpose of a regular meeting of the Authority to be held in the East Room of York Hall, 301 Main Street, Yorktown, Virginia, commencing at 4:00 p.m. on May 28, 2019 or any one or more of the following purposes:

1. EVRIFA and GOVA Unmanned Systems Grant Update. To receive an update on the status of the EVRIFA and GoVA Unmanned Systems Facility Grant.
2. GWP & Launchpad Updates. To receive updates on the transition of the Greater Williamsburg Partnership and Launchpad.
3. Leebcor Property Sale. To consider approving a resolution for the previously approved sale of an additional 1.124 acres of property in Busch Industrial Park to Leebcor Services.
4. King of Clubs Grant. To consider approving a minor amendment to the performance agreement for the formerly approved grant of \$20,000 to King of Clubs Coffee.
5. Iverson Dental Care Grant. To consider a grant request from Iverson Dental Care for property upgrades at 6912 Geo. Wash. Mem. Hwy.
6. SVT Robotics Incentive Waiver. To consider waiving the incentive prohibition for graduating Launchpad clients for SVT Robotics Inc.
7. Financials. To record the receipt of the August 2018 - February 2019 Financial Reports.
8. Minutes Approval. To consider approving the minutes of the April 23, 2019 meeting Minutes.
9. New business. To consider any new business.
10. New matters. To consider and act upon any and all other matters brought before the Authority by any member or director present.

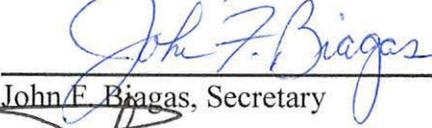
ECONOMIC DEVELOPMENT AUTHORITY
OF YORK COUNTY, VIRGINIA



R. Anderson Moberg, Chairman



Steven A. Meade, Vice Chairman



John F. Biagas, Secretary



Vernard E. Lockwood, II, Treasurer



J. Mark Carter



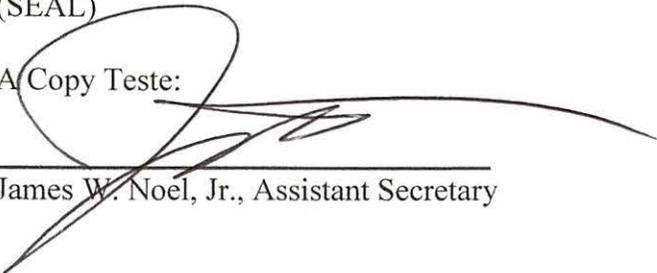
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Leslie Henderson Schultz

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James W. Noel, Jr., Assistant Secretary