

Meeting Minutes
ECONOMIC DEVELOPMENT AUTHORITY
June 25, 2019

At a regular meeting of the Economic Development Authority of York County, Virginia, held on June 25, 2019, at 4:00 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 4:00 p.m. by Chairman Moberg.

ROLL CALL

A quorum was established with all members present.

CITIZENS' COMMENT PERIOD

NONE

NEW BUSINESS

EDA OPERATING BUDGET

Mr. Noel presented the proposed FY20 EDA Operating Budget, which he stated is very similar to prior years. He explained the few lines that have increased expenditures over last year. Mr. Noel stated that the funding formula for the Greater Williamsburg Partnership has changed and that the EDA now makes a \$10,000 contribution, in addition to the

Board's contribution. He mentioned that the Professional Services line has been increased, as well as the travel line, by a couple thousand dollars, to accommodate more marketing trips with our regional and state partners. Mr. Noel suggested that we need a new marketing video, so the advertising line was increased to cover this project.

Mr. Noel pointed out that there is more money in the EDA's Capital fund now than ever before. We will have about a million and a half dollars after all revenues are received this fiscal year. As we do each year, the EDA will need to approve a one-time draw from that fund to support the Operating Budget.

Mrs. Schultz asked where the Capital Fund has been in the past.

Mr. Noel stated it has averaged around \$200,000. The county allows the EDA to retain the proceeds from its land sales, which has helped to build the fund over the past few years. Additionally, under Mr. Morgan's leadership, the EDA is also in the Capital Improvement Budget now, which we were never in before. This has added a substantial amount to the capital fund.

Mr. Coxton Motioned to approve the FY20 Operating Budget as proposed.

Mr. Biagas seconded the motion.

On roll call the vote was:

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

BATH AND BACKSPLASH GRANT REQUEST

Mr. Noel explained that the owner of Bath and Backsplash, Stuart Diesel-Reynolds is requesting a grant to help install a nicer, more permanent fence on his property, located at 4300 George Washington Memorial Highway, to help shield his granite storage yard. Mr. Noel reported that the total cost of the new wooden privacy fence would be \$4,050. The fence would greatly enhance the appearance of the property from Rt. 17, as it will replace a metal fence with a fabric divider that is currently there and falling apart.

Mr. Noel reported that we have been getting quite a few requests similar to this one, for updating properties on Rt. 17. He suggested the EDA consider reinstating the Rt. 17 property improvement grant program that we had about 14 years ago. He said he would like to get a committee together to talk about the parameters and bring the information to the July meeting.

Mrs. Davidson explained that if we had the Rt 17 grant program in place already, we wouldn't have needed to bring this individual request to the board.

Mr. Lockwood moved to approve a grant in the amount of \$2,025 to Bath and

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Backsplash/York Granite for installation of a new privacy fence, as described in the quote provided by the business owner.

Mr. Meade seconded the motion.

On roll call the vote was:

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

LAUNCHPAD MOU & TRANSITION FUNDING REQUEST

Mr. Noel explained that the Launchpad board has approved the move of the facility from the current space in New Town in James City County (JCC), to new space in Tribe Square in the City of Williamsburg that is owned by William & Mary. Additionally, the board is requesting approval of an MOU that will also transition the management of Launchpad to the newly developed William & Mary Entrepreneurship Hub.

Mr. Noel stated that each participating community is being asked to contribute up to \$50,000 towards the build out costs for the new space and to terminate the current lease. Our annual contribution of \$34,500 will remain the same. JCC and Williamsburg have already approved this one-time contribution.

Mr. Lockwood moved to approve the MOU to transition the Launchpad under the William & Mary Entrepreneurial Hub.

Mr. Coxton seconded the motion.

On roll call the vote was:

Yea: (6) Coxton, Lockwood, Meade, Biagas, Carter, Moberg
Nay: (0)
Abstain (1) Schultz due to conflict of interest

Mr. Biagas moved to approve a contribution from the EDA's capital fund up to a maximum of \$50,000 for the Launchpad's transition.

Mr. Coxton seconded the motion.

On roll call the vote was:

Yea: (6) Lockwood, Meade, Biagas, Carter, Coxton, Moberg
Nay: (0)
Abstain (1) Schultz due to conflict of interest

MILLER GROUP LAND PURCHASE AMENDMENT

Mr. Noel explained that the Miller Group is requesting a two month extension on their previously approved Purchase & Sale Agreement with the EDA, to complete their due diligence period on the property in Busch Industrial Park. They want to utilize the back part of the lot, underneath the power line, for parking, however, to get the proper grade, they will have to do a retaining wall or raise the foundation wall. Mr. Noel requested that the EDA extend their agreement for two months.

Mr. Biagas moved to approve a two month extension to the Miller Group agreement.

Mr. Coxton seconded the motion.

On roll call the vote was:

Yea: (6) Schultz, Biagas, Carter, Coxton, Lockwood, Moberg
Nay: (0)
Abstain (1) Meade due to conflict of interest

RIVERWALK LANDING LEASE COMMITTEE

Mr. Noel explained that there are four tenant leases that are coming up for renewal between now and the end of the year. He suggested that instead of bringing each one to the board individually, that a committee convene to review them and make a recommendation to the EDA for all of the renewals at one time

The EDA members agreed to form a Riverwalk Landing Lease Review Committee for this purpose. Mr. Lockwood and Mr. Biagas agreed to serve on this committee. They also suggested having Joe Sisler, from public works, provide assistance to the committee.

OLD BUSINESS

EVRIFA AND GOVA UNMANNED SYSTEMS

Mr. Noel mentioned that Isle of Wight has voted to join the EVRIFA and Chesapeake is interested in joining. The board is in the process of developing a budget for EVRIFA.

Mr. Noel explained that they are trying to keep the Unmanned Systems project alive and are trying to acquire the Fuel Farm land needed to move forward. KDC Solar has agreed to pay for the land up front. The EVRIFA would own the entire 432 acres and lease 150-200 acres to KDC Solar. The remaining land would be available for the Unmanned Systems project. The land transaction would need to be completed by the end of next calendar year, in order for KDC Solar to take advantage of tax credits that will be expiring in 2020 and meet the state budget language requirement.

DR. IVERSON GRANT REQUEST FOR PAVERS

Mr. Noel explained that Dr. Iverson had submitted a grant request to install pavers around the former Red Cross building for his new dental practice. The EDA had previously agreed to grant \$50,000 to him for this purpose: \$30,000 to help with the pavers and \$20,000 if he designates a joint entrance with the adjacent parcel.

Mr. Noel stated that Dr. Iverson has decided not to create the joint entrance and to reduce the scope of the paver project. The total cost will now be \$65,000 for the pavers. He is requesting that the EDA reconsider his grant to fund some portion of the pavers.

Mr. Lockwood moved to modify the previously approved grant to Dr. Iverson to now be in the amount of \$15,000 from the EDA's capital fund for the parking paver project.

Mr. Meade seconded the motion.

On roll call the vote was:

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

FINANCIAL REPORT

NONE

APPROVAL OF MINUTES

NONE

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 prospective business under Section 2.2-3711(A)(5).

Mr. Meade 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, Jim Barnett, Jim Noel, and Melissa Davidson be present during the closed meeting.

Mr. Biagas seconded the motion.

On roll call the vote was:

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

The Authority entered into closed meeting at 4:45 p.m.

RETURN FROM CLOSED MEETING

The Authority returned to open meeting at 4:51 p.m.

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

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

COUNTY ADMINISTRATOR COMMENTS

Mr. Morgan expressed his gratitude to those who attended the State of the County Presentation and suggested that anyone unable to attend go online and listen to the presentation, which he felt gave good summary as to where we are in the region.

Mr. Morgan explained that there is a lot of facility work going on throughout the county. Many of the facility plans that have been endorsed by the Board of Supervisors are now moving forward. There is also a lot of development going on right now, which is generating the revenue necessary to balance the county's budget. He mentioned that the Tractor Supply site plan was approved.

Mr. Morgan mentioned that there is a lot of energy in the region surrounding the installation of dark fiber. The focus would be the five Southside cities to build a system that connects with the new transatlantic lines coming out of Virginia Beach. He stated that there is a notion within the region that it will jump the bridge tunnel and come to the Peninsula in the coming years. Mr. Morgan is trying to figure out our role in this. There is a home-grown company, Metro Fiber/Cable Associates that got into the business by installing fiber for companies like Cox and Verizon. The owner, Mr. Tarpley, has hundreds of strands of dark fiber running through parts of York County. He is interested in helping the County. Mr. Morgan explained that we did a pilot project and made an arrangement with Mr.

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Tarpley that the board approved, to extend his service to the new fire station and across to the Washington Square shopping center. This will be a big advantage for the County moving forward.

DIRECTOR OF ECONOMIC DEVELOPMENT COMMENTS

Mr. Noel presented a reminder that at the meeting next month we will electing officers.

Mr. Noel congratulated Melissa for being with the County for 15 years and formally presented her with her 15 year pin.

ASSISTANT DIRECTOR OF ECONOMIC DEVELOPMENT COMMENTS

Mrs. Davidson stated that they are excited to have hired a new administrative assistant, Amanda Ridings, who will be starting on July 1st.

MEMBERS' COMMENTS

Mr. Biagas expressed concerns on the airport issue.

Mr. Morgan suggested that there are positive things going on in that arena. The airport is working on a plan to get air service to Dulles. He explained that it's hard to get some of the localities that have been "spurned" to put money into that, but progress is being made.

CHAIRMAN'S COMMENTS

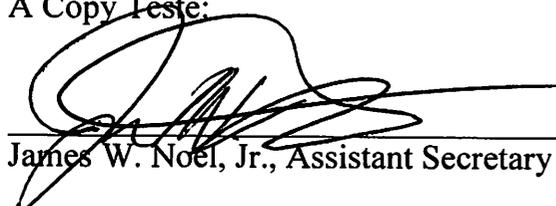
None.

ADJOURN

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


R. Anderson Moberg, Chairman

A Copy Teste:


James W. Noel, Jr., Assistant Secretary



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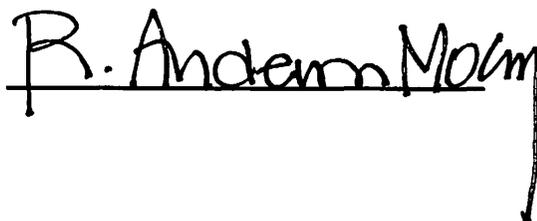
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**WAIVER OF NOTICE
REGULAR MEETING
ECONOMIC DEVELOPMENT AUTHORITY
YORK COUNTY, VIRGINIA**

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 August 27, 2019 or any one or more of the following purposes:

1. Grant Program Proposals. To consider funding two new grant programs: a Commercial Corridor Property Improvement Grant Program and a Business Growth Grant Program.
2. EDA Committee Appointments. To review and confirm new appointments for EDA committee members.
3. RWL Lease Renewals. To review proposals for lease renewals for Patriot Tours & Provisions, LLC, Sunmoon, LLC, and Allen Sylvia.
4. Public Private Partnership Request. To consider entering into a Public Private Partnership (PPP) with BSCE Systems Inc.
5. York County Historical Museum Grant Request. To consider a grant request for the Historical Museum in the amount of \$3,000 for a storage system.
6. GWP & EVRIFA UPDATES. To receive updates on the Greater Williamsburg Partnership and the EVRIFA.
7. Minutes Approval. To consider approving the minutes of the May 28, 2019 and June 25, 2019 meeting Minutes.
8. New business. To consider any new business.
9. 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 Moom

R. Anderson Moberg, Chairman

Steven A. Meade

Steven A. Meade, Vice Chairman

John F. Biagas

John F. Biagas, Secretary

Vernard E. Lockwood, II

Vernard E. Lockwood, II, Treasurer

J. Mark Carter

J. Mark Carter

H. Junior Coxton

H. Junior Coxton

Leslie Henderson Schultz

Leslie Henderson Schultz

(SEAL)

A Copy Teste:

James W. Noel, Jr.

James W. Noel, Jr., Assistant Secretary

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