

April 25, 2023

Meeting Minutes
ECONOMIC DEVELOPMENT AUTHORITY
April 25, 2023

At a regular meeting of the Economic Development Authority of York County, Virginia, held on April 25, 2023, at 5:00 p.m. in the Board Room of York Hall, 301 Main Street, Yorktown, Virginia, those present were:

Steven Meade, Chairman
J. Mark Carter, Vice Chairman
Harmon J. Coxton
Vernard E. Lockwood, II
Jeffrey Clemons
David Murray

Leslie Murphy was absent.

Others present:

Mark Bellamy, Deputy County Administrator
James Barnett, County Attorney
Richard Hill, Deputy County Attorney
Kristi Olsen-Hayes, Secretary/Treasurer and Director of Economic & Tourism Development
Matt Johnson, Deputy Director of Economic & Tourism Development
Alicia Taylor, Administrative Technician, Economic & Tourism Development

CALL TO ORDER

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

ROLL CALL

A quorum was established with six members present.

CITIZEN COMMENT PERIOD

None.

PRESENTATION

Resolution of Appreciation for Mr. James Barnett, County Attorney

Mr. Meade shared that Mr. Barnett has a great reputation and will be sorely missed. He added Mr. Barnett was always a very honorable man to deal with and it was a pleasure working with him.

Ms. Olsen-Hayes presented Mr. Barnett with a resolution on behalf of the York County Economic Development Authority.

NEW BUSINESS

TO CONSIDER APPROVAL OF A PROPOSAL FROM HOBBS AND ASSOCIATES TO PROVIDE ROOFTOP AIR HANDLING UNITS FOR USE IN THE RENOVATION OF RIVERWALK RESTAURANT/WATER STREET GRILLE

Mr. Johnson provided an update on rebid of the Riverwalk Restaurant/Water Street Grille renovation project, including information on a few long lead-time items being purchased outside of the general contractor's contract. One such item is the rooftop air handling units. Working with the County's purchasing division, staff obtained pricing for AAON rooftop units from Hobbs and Associates, under a cooperative bid contract. Staff also received pricing on a Daikin model that was originally one of the specified items. The total cost for the Daikin units was \$345,645 with substantially long lead times. The AAON proposal from Hobbs and Associates was \$319,000 with a 25-week lead time. Mr. Johnson shared that funds have already been appropriated for this project and the only action being requested of the EDA Board is to approve purchase of the four AAON rooftop units for a total price of \$319,000, substantially in accordance with the proposal provided to the Board at the meeting.

Mr. Carter asked when the bid period for the renovation work closes.

Mr. Johnson answered the bid period closes May 30th however, it could be extended depending on what sort of questions are brought up before then.

Mr. Coxton asked if the heating system is still gas.

Mr. Johnson replied he believed that is correct but would have to just double check the specifications.

Mr. Meade requested a motion to authorize the purchase of four (4) AAON rooftop air handling units from Hobbs & Associates, substantially in accordance with Proposal No. ED220-2223-00, for a total purchase price of \$319,000.00, to be used as part of the renovation of Riverwalk Restaurant/Water Street Grille, subject to review and approval by York County Purchasing staff, in accordance with the Virginia Public Procurement Act.

Mr. Coxton motioned to approve the authorization.

Mr. Clemons seconded the motion.

On roll call the vote was:

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

TO CONSIDER A RESOLUTION MODIFYING AND CLARIFYING THE TERMS AND CONDITIONS OF THE BUSINESS GROWTH GRANT TO SUPPORT PURCHASES OF HARDWARE AND EQUIPMENT, USED IN THE PRODUCTION OR SALE OF CERTAIN ITEMS.

Ms. Olsen-Hayes explained the current guidance for the Business Growth Grant funds includes language, stating grant funds may not be used for the purchase of alcohol, tobacco, medicine and other related items. After further review, and a recent application request received, Staff realized the guidance language is not very clear in terms of the “other related items” phrase. Staff believes the intent of the language is to prohibit the use of the EDA grant funds to purchase those items such as alcohol and tobacco but, not necessarily the hardware and equipment to legally produce, distribute and serve such items. For example, if a restaurant needed to purchase equipment or taps in order to serve alcoholic beverages, Staff believes the Board would approve of such use, but the guidance language is vague.

Mr. Meade asked if there were any questions from the Board.

Ms. Olsen-Hayes offered to read the proposed revision to the terms and conditions of the Business Growth Grant.

Mr. Meade agreed that would be a good idea.

Ms. Olsen-Hayes explained the resolution where the terms and conditions of the Business Growth Grant program currently contains an exclusion stating that funds may not be used to purchase alcohol, tobacco, medicine or related items. And whereas the Board desires to clarify and amend that exclusion as stated herein. Now therefore, be it resolved that the exclusion stated above the Business Growth Grant program is modified to state that funds may not be used to purchase alcohol, tobacco, medicine, marijuana or other intoxicating substances, whether legal or illegal, but may be used to purchase hardware and equipment used in the production or sale of such substances lawful under both state and federal laws and regulations and local ordinances.

Mr. Coxton questioned if someone had a trucking company, for example, in York County and something breaks down on his truck, he could come to the Board and request for the part he needs to repair his truck.

Ms. Olsen-Hayes stated that the Business Growth Grant is meant for applicants that may need equipment to help progress their business or helps their business grow, but not for maintenance of items.

Mr. Coxton asked if something were to happen to this same business, perhaps they would need a new compressor that costs \$10,000, they could then come before the Board and get the approval.

Ms. Olsen-Hayes explained if it was in the confines of the grant that use could be approved, depending upon the nature of the work whether it was maintenance or not.

Mr. Johnson continued to explain that this particular Business Growth Grant is designed for things that are improvements to the business. Both examples given are repairs or maintenance items. However, in this example if the business owner wanted to get a second lift that would then allow him to increase the nature of the business that he's able to do and help his business grow, Staff would consider approving funding of up to \$2,500 in matching funds, if the business were to spend at least \$5,000. That's the 50% matching nature of the Business Growth Grant. The proposed language change does not seek to change the core nature of the program, rather clarify how funds can be used when it comes to equipment and hardware related to the production or delivery of things like specifically in this case, alcohol.

Mr. Coxton commented if we were to give a business money to purchase a lift, for example, word will get around that the County helped buy the lift, then we will eventually start getting complaints from other businesses.

Ms. Olsen-Hayes clarified the grant is open to all York County businesses. If someone was not aware of this particular grant, and had a use that was appropriate and fit the criteria, they would be encouraged to apply. These grants are promoted on our website, through social media, and our Economic Development newsletter.

Mr. Johnson added this is not a new program and has been in existence for a number of years.

Mr. Coxton asked if they then come back two years later asking for another lift and more money

Mr. Johnson explained that each business is capped at \$2,500 lifetime maximum for this particular grant.

Mr. Lockwood asked why we would not restrict buying inventory such as tobacco or recreational drugs.

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Ms. Olsen-Hayes explained that we do restrict buying those types of inventory.

Mr. Lockwood asked if the whole idea is to expand a business.

Ms. Olsen-Hayes replied that was correct.

Mr. Meade asked if there were any further questions.

Mr. Meade requested a motion to approve, "A Resolution Modifying And Clarifying The Terms And Condition Of The Business Growth Grant Program", as presented to the EDA Board at its April 25th, 2023 meeting.

Mr. Lockwood motioned to approve the authorization.

Mr. Clemons seconded the motion.

On roll call the vote was:

Yea: (5) Lockwood, Clemons, Murray, Carter, Meade
Nay: (1) Coxtton

FINANCIAL REPORTS

Mr. Meade asked the Board if they had any questions about the financial reports for February and March 2023. There being no questions, he recorded receipt of the Financial Reports.

APPROVAL OF MINUTES

The minutes of the February 28, 2023, meeting of the Economic Development Authority of York County were approved by vote as follows:

Mr. Carter motioned to approve the February 28, 2023 meeting minutes.

Mr. Clemons seconded the motion.

On roll call the vote was:

Yea: (6) Carter, Coxtton, Lockwood, Murray, Clemons, Meade
Nay: (0)

DEPUTY COUNTY ADMINISTRATOR'S COMMENTS

Mr. Bellamy stated Mr. Morgan is out with family tonight, he sends his regards and asked Mr. Bellamy to talk about the Water Street design. At the March 7 Board of Supervisors Work Session, the architect provided three possible versions of modifications that could be made to Water Street. One of the main conversations centered on whether to make the street one-way or have it remain a two-way roadway. Right now, the prevailing wisdom is that Water Street will stay with two-way traffic. There has been talk about traffic calming, and some way to limit cruising as that is becoming an issue. As it looks to enhance pedestrian access with a sidewalk on the restaurant side of the street, the County wants to minimize any kind of parking loss because parking is already a challenge. Another objective of this study is to make sure proposed improvements align with the level of private investment taking place on adjacent business parcels. He shared that implementation of the plan is not a six-month project, but rather a multi-year project.

Ms. Olsen-Hayes added that the overarching goal, is to leverage improvements that both the hotel and the Granger's have made and will continue to make, along with previous and ongoing investments in Riverwalk Landing, really bringing improvements along the full length of Water Street.

Mr. Johnson added this presents an opportunity to engage with the business community and private property owners on that end of Water Street, in a way that the County has not been able to up to this point. There is a lot of excitement about the potential for positive impacts.

Mr. Bellamy continued with another piece to the puzzle is a traffic study of Yorktown and its comings and goings of our visitors and residents. There has been some talk about possibly making Main Street either pedestrian or one-way, with the data from the traffic study, we would be able to do modeling and understand what that would look like before it is done. Mr. Bellamy updated the Board on the new Fire Station 7 at the upper end of the County, which is now fully operational. He attended the Hampton Roads Planning District Commission meeting last week with Ms. Noll where they discussed the Newport News Airport and its challenges. The Newport News Airport Commission has approached the City of Norfolk about combining airport authorities or what they can share to hopefully enhance air service on the Peninsula. Lastly, he shared an update on sidewalk projects throughout the County. On Old Williamsburg Road through Lackey, in front of the Navy base, work is underway on a sidewalk that goes from the Woods of Yorktown to the Lackey Clinic. The County received notice from VDOT that it has had to temporarily shut down the Queens Lake sidewalk project due to presence of the brown bat and a requirement that its habitat not be disturbed between April and November.

COUNTY ATTORNEY'S COMMENTS

Mr. Barnett thanked the EDA and all of its supporting staff for giving him the opportunity to work with them and to extend his York County experience. He shared his appreciation for working with the EDA Board and staff.

DIRECTOR OF ECONOMIC AND TOURISM DEVELOPMENT'S COMMENTS

Ms. Olsen-Hayes announced Ms. Taylor has accepted a new position as Waterfront Operations and Events Assistant. She thanked Ms. Taylor for her continued support with Economic Development efforts as they seek to hire someone new in the next few weeks. Ms. Olsen-Hayes then informed the Board of the Regional Business Appreciation event coming up on Tuesday, May 16 at Precarious Beer Hall in the City of Williamsburg. She shared that Staff is currently working on an annual report, which will combine the last two years. Ms. Olsen-Hayes mentioned the very successful Distinguished Business Affair that was held on March 16 and thanked everyone on the Board that was able to attend. Lastly, she shared the Department of Economic and Tourism Development is continuing to work with not only Princess Cruises to solidify dates but, also staff has attended a dozen meetings with the Coast Guard and the Waterways Division updating the waterfront security plan in order to bring it in-line with requirements to host a foreign flagged ship.

DEPUTY DIRECTOR OF ECONOMIC AND TOURISM DEVELOPMENT'S COMMENTS

Mr. Johnson updated the Board with a grant spreadsheet that covers fiscal year 2023. This list shows the different grant types that have been awarded, the date, who they were awarded to, the amount of the incentive, and more importantly the total project cost which is indicative of the amount of private investment that the EDA incentive funds have helped to leverage. Overall, the total incentives that delivered or awarded in fiscal year 2023 are \$260,096.37, which leverages just over \$3.2 million in private investment, with the bulk of that connected to Chilled Ponds Ice Sports Complex. Mr. Johnson then updated the Board on several upcoming ribbon cuttings. He then made the Board aware that the York County Chamber of Commerce recently moved into a new location as of April 1. They are now on the first floor of the Mid-Atlantic commercial building. They are in the process of building out the space not only for their use, but also allow them to provide shared office space for small businesses. Finally, Mr. Johnson updated the Board on the Mobjack Coffee Roasters and the Board's previous action to provide incentive related to Mobjack's expansion into the Sommerwell House for their Little York Confectionery. That business is proposed to open the first weekend in May. They initially plan to open on Fridays, Saturdays, and Sundays from 11am to 8am. They plan to sell chocolates and ice cream, and have applied for an ABC license. Manufacture of their new Stanley Steamer is nearly complete, and they plan to offer battlefield tours in June.

MEMBERS' COMMENTS

Mr. Lockwood thanked Mr. Barnett for everything he has done, being helpful and professional. He wished him luck in the future.

Mr. Coxton wished Mr. Barnett good luck then added a comment about Pop's closing. He feels there should be another place in the County to have breakfast or a steak house.

Mr. Carter thanked Mr. Barnett and said it has been a pleasure working with him in both his previous role as a staff member and now as an EDA member.

Mr. Murray congratulated Mr. Barnett on his retirement and asked Staff for an update on Beale's.

Ms. Olsen-Hayes stated that she and Mr. Johnson had a conversation with them a month prior and they plan an opening for summer 2023. They said that the paving and the site work was all scheduled and all the furniture has arrived and is in storage.

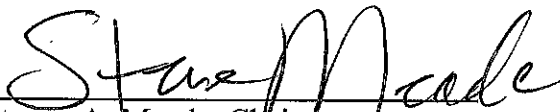
Mr. Clemons thanked Mr. Barnett and wished him all the best in his retirement and looks forward to hearing updates on how he is enjoying it.

CHAIRMAN'S COMMENTS


Mr. Meade congratulated Mr. Barnett on his retirement.

ADJOURN

There being no further business, the Chairman adjourned the meeting at 5:52 p.m.


Steven A. Meade, Chairman

A Copy Teste:


Kristi Olsen-Hayes, Secretary/Treasurer