

Meeting Minutes
ECONOMIC DEVELOPMENT AUTHORITY
June 6, 2018

At a regular meeting of the Economic Development Authority of York County, Virginia, held on June 6, 2018 at 4:00 p.m. in the Conference Room of the Community Services Offices, 224 Ballard Street, Yorktown, Virginia, those present were:

R. Anderson Moberg, Chairman
Steven A. Meade, Vice-Chairman
Harvey Weinstein, Secretary
Vernard E. Lockwood, II, Treasurer
H. Junior Coxton

Others present:

James Barnett, County Attorney
James W. Noel, Jr., Assistant Secretary and Director of Economic Development
Melissa M. Davidson, Assistant Director of Economic Development
Deborah L. Gardner, Economic Development Assistant

CALL TO ORDER

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

ROLL CALL

A quorum was established with all members present with the exception of Tom Anderson
John F. Biagas.

CITIZENS' COMMENT PERIOD

None.

NEW BUSINESS

FY19 BUDGET

Mr. Noel gave an overview of the proposed FY19 budget noting the County's \$33,000 contribution to the operating budget and the \$250,000 contribution to the capital fund. The proposed total FY19

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EDA Operating budget is \$207,276 compared to last year's budget of \$203,728. Mr. Noel stated this year's contribution from the Capital Fund is proposed at \$116,641, comparing to last year's contribution of \$109,478. He provided some of the other changes from last year's budget:

Mr. Noel stated the \$15,000 contribution for the Arts Coordinator was removed since there is a new non-profit organization handling this function and they are able to thrive without the support. He explained that the Miscellaneous Contractual Services, Dues & Memberships and Sponsorships have been significantly increased and mentioned that the contractual services are being increased to engage a marketing content/public relations writer. Mr. Noel also stated the property purchased back from Mr. Dively has significant owners' association fees and will increase that line. He also explained that the sponsorships line was increased to support the Chef's 2 Go program.

Mr. Coxton asked if it would be possible to engage someone to work the Route 17 area of small businesses. He suggested there be someone to specifically help businesses with their needs or expansion concerns.

Mr. Noel stated he liked the concept and would consider it in the future. He mentioned that he has been trying to add a position in the budget for the past few years but it has not been approved yet.

Mr. Meade moved to approve the FY2019 proposed budget as submitted:

YORK COUNTY ECONOMIC DEVELOPMENT AUTHORITY FY2019 REQUESTED OPERATING BUDGET

Fund Sources

1010	Approved Contribution From BOS	\$ 33,000
9999	Est. Rollover from FY2017 Op. Fund	30,000
1073	Contribution from EDA Capital Fund	116,641
6010-002	Occasion Income (Sponsors)	3,000
5910-005	Occasion Contribution from OED	3,200
5910-006	Marketing E3 Contribution from OED	3,600
5910-008	VEDP Trip Contribution from OED	8,000
5910-009	Bus. Appreciation Contribution from OED	2,550
5910-014	Meals/Entertainment Contribution from OED	1,200
5910-016	Special Event Contributions from OED	1,500
5910-017	Sponsorship Contributions from OED	2,000
5910-018	IAMC Contributions from OED	<u>2,585</u>
	Total Income	<u>\$207,276</u>

Operating Expenses

3120	Auditing Services	\$ 10,525
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3152	Appraisal Services/Professional Fees	5,000
3320	Annual Maintenance	9,524
3500	Printing & Binding	4,000
3600	Advertising	7,500
3920	Misc. Cont. Services	23,966
3921	Bank Service Charges	200
5210	Postage	572
5510	Personnel Development	1,000
5520	Member Recognition	500
5810	Dues and Memberships	26,261
5820	Meeting Expenses	100
5850	Mileage Expenses	150
5910	Marketing – General	2,000
5910-006	Business Breakfasts/Lunches	5,200
5910-008	Marketing – VEDP/GWP	8,000
5910-014	Marketing – Entertainment	3,500
5910-018	Marketing – IAMC Costs	3,085
6010	Office Supplies	650
6020	Food & Food Service Supplies	200
6120	Books and Subscriptions	150
6500	Miscellaneous	500
9700	Sponsorships	30,493
9700-035	Regional Incubator Contribution	34,500
9710	Special Events	9,250
9720	Occasion for Business & Industry	9,000
9750	Business Appreciation	3,050
	Total Operating Expenditures	<u>\$198,876</u>

Personnel Services

3940	Members of Board	<u>\$ 8,400</u>
	Total Personnel Services	<u>\$ 8,400</u>

Total Expenditures **\$207,276**

On roll call the vote was:

Yea: (5) Coxton, Lockwood, Meade, Weinstein, Moberg
Nay: (0)

GREATER WILLIAMSBURG PARTNERSHIP (GWP)

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Mr. Noel provided the EDA members a synopsis of the Pegasus Partners' program. He explained that Pegasus evaluates communities to determine how they can grow their economy by and attracting middle-sized German companies. They will assess German communities that have clusters of companies that might be willing to come to this area. They will also engage our companies about potentially investing or doing business in Germany. Mr. Noel compared Ryson, Inc. to such mid-sized companies that could be enticed to locate here. He then reported that the GWP endorsed funding fifty percent of a three-year contract to solicit foreign direct investment from mid-sized German companies from selected business clusters. Mr. Noel stated his support of the strategy of developing long-term relationships with targeted German communities as the best approach to achieving foreign direct investment. He noted the cost is .39 per capita, or an annual cost of \$26,748 for York County with additional shared expenses for the consultant to host German delegations and travel expenses for visits to Germany. He stated he had included some of these costs into the proposed operating budget and but the remainder of the costs would need to come from the Capital Fund. Mr. Noel mentioned this would all be contingent upon Williamsburg and James City County participating.

Mr. Meade moved to approve funding for the foreign direct investment with the Greater Williamsburg Partnership and Pegasus Partners in the amount of \$26,748 from the Capital Fund.

On roll call the vote was:

Yea: (5) Lockwood, Meade, Weinstein, Coxton, Moberg
Nay: (0)

OLD BUSINESS

BUSCH INDUSTRIAL PARK PROPERTY SALE TO VDOT

Mr. Noel updated the members on the proposed Busch Industrial Park land sale to VDOT. He stated the transaction is still in the works and the closing should take place soon with the sale proceeds received within thirty days. The final sale price for the property is \$76,500.

BIG TOP ENTERTAINMENT

Mr. Noel mentioned that Mr. Keidinger's and Big Top's busiest time of year was now and, he had also been working out of town on another project and has requested that the closing to be delayed until October 1, 2018. Mr. Noel also noted that the York River Commerce Park Owners' Association agreed to allow the use of the stormwater pond for this project. Mr. Noel also stated the bank has agreed to a three-month extension on their loan but noted they won't close until they get their site plan/building plans approved. Mr. Noel recommended the closing date be extended to

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October 1, 2018.

Mr. Coxton moved to extend the closing date to October 1, 2018, for the sale of 500 Old-York Hampton Highway to Jaydee, Inc. a/k/a Big Top Entertainment.

On roll call the vote was:

Yea: (5) Meade, Weinstein, Coxton, Lockwood, Moberg
Nay: (0)

FINANCIALS

The Chairman duly noted the receipt of the March 2018 Treasurer and Financial Reports.

APPROVAL OF MINUTES

Mr. Coxton moved that the minutes of the April 24, 2018 Regular Meeting be approved.

On roll call the vote was:

Yea: (5) Weinstein, Coxton, Lockwood, Meade, Moberg
Nay: (0)

CLOSED MEETING

The Chairman noted that it was in his judgment appropriate for the Authority to enter into closed meeting as authorized by the Virginia Freedom of Information Act for the purpose of Public Property under Section 2.2-3711(A)(3) and Prospective Business Section 2.2-3711(A)(5).

Mr. Coxton moved that the Authority enter into a closed meeting for the aforesaid purpose(s) and that the Authority deemed it necessary, as specified by the Virginia Freedom of Information Act, that Jim Barnett, Jim Noel, Melissa Davidson and Debbie Gardner, be present during the closed meeting. This motion was seconded by Mr. Lockwood and approved.

On roll call the vote was:

Yea: (5) Coxton, Lockwood, Meade, Weinstein, Moberg
Nay: (0)

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The Authority entered into closed meeting at 4:24 p.m.

RETURN FROM CLOSED MEETING

The Authority returned to open meeting at 5:15 p.m.

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

Mr. Meade moved that, to the best of each members' 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 Section 2.2-3711(A)(5) were discussed during closed meeting. Mr. Coxton seconded this motion.

The Chairman stated that 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 was raised. The roll call was as follows:

On roll call the vote was:

Yea: (5) Lockwood, Meade, Weinstein, Coxton, Moberg
Nay: (0)

Mr. Meade moved to approve a grant in the amount of \$40,000 from the Capital Fund, subject to a Performance Agreement, to Sean Pepe, the proposed owner of restaurant at Boulevard Shoppes (former Aspen Burger), 8135 George Washington Memorial Highway, and for the proposed outdoor area to be consistent with the drawing provided to the EDA.

On roll call the vote was:

Yea: (5) Meade, Weinstein, Coxton, Lockwood, Moberg
Nay: (0)

DIRECTOR OF ECONOMIC DEVELOPMENT COMMENTS

Mr. Noel reported that Mr. Morgan has been meeting with Williamsburg and James City County representatives to continue discussions on how the new tourism management structure will utilize the 1% sales tax increase. He mentioned that James City County is searching for a new County

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Administrator and the Williamsburg City Manager had resigned, leaving Mr. Morgan to spearhead the discussions. Mr. Noel noted this is Mr. Weinstein's last meeting of the EDA, and thanked him for his service and generosity to the Authority and the County. Mr. Noel announced that Snow Companies would hold its ribbon cutting on June 12th and encouraged the members to attend. He reported that the Greater Williamsburg Partnership is seeking a full-time director and applications are due by June 15th. Mr. Noel explained that the RFP for legal services for GoVirginia is going out soon to form the RIFA (Regional Industrial Facilities Act) and soon the RFP for engineering services will be sent out for Phase I of the project. He has suggested, to the seven localities involved in the RIFA, to add a request in their legislative packages next year for the donation of Fuel Farm property for this project. He mentioned there is a group that is willing to buy the property for a solar farm and noted if the (County/RIFA) controlled the property, it could be leased to the solar business with a revenue stream to support the unmanned systems park. Mr. Noel stated he has a meeting set up with the Secretary of the Administration to discuss the possible lease or purchase of the Fuel Farm property.

ASSISTANT DIRECTOR OF ECONOMIC DEVELOPMENT COMMENTS

Ms. Davidson reminded the members of tomorrow's Business Appreciation function at Revolution Golf in Williamsburg. She provided a printed copy of the 2017 Annual Report noting it is available on line or a copy can be mailed to citizens upon request. She mentioned that Alexander's Photography has been contracted to take pictures of businesses and for the photo gallery. She stated that updated photos of the members are needed for the website, and asked them to schedule an appointment with Alexander.

MEMBERS' COMMENTS

The EDA members all expressed their appreciation for Mr. Weinstein's service on the Economic Development Authority.

Mr. Weinstein stated he enjoyed serving on the Authority and hoped to serve on the board in the future.

CHAIRMAN'S COMMENTS

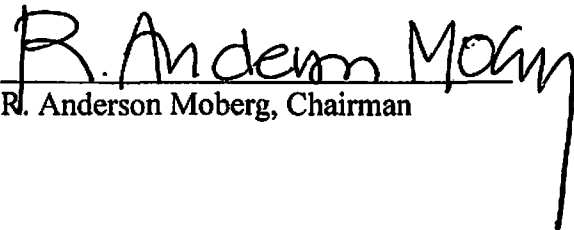
Mr. Moberg thanked Mr. Weinstein for his service.

ADJOURN

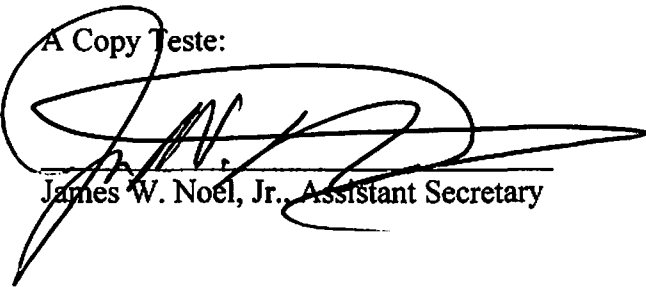
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There being no further business, the Chairman adjourned the meeting at 5:32 p.m.

(SEAL)


R. Anderson Moberg, Chairman

A Copy Teste:


James W. Noel, Jr., Assistant Secretary