

**Meeting Minutes**  
**ECONOMIC DEVELOPMENT AUTHORITY**  
**March 27, 2018**

A regular meeting of the Economic Development Authority of York County, Virginia, was held on March 27, 2018 at 4:00 p.m. in the Conference Room of the County Administration Center, 224 Ballard Street, Yorktown, Virginia, and those present were:

R. Anderson Moberg, Chairman  
Steven A. Meade, Vice-Chairman  
Vernard E. Lockwood, II, Treasurer  
John F. Biagas  
H. Junior Coxton

Others present:

Neil A. Morgan, County Administrator  
James Barnett, County Attorney  
Justin Atkins, Assistant 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 4:03 p.m. by Chairman Moberg.

**ROLL CALL**

A quorum was established with all members present with the exception of Tom Anderson and Harvey Weinstein.

**CITIZENS' COMMENT PERIOD**

None.

**NEW BUSINESS**

**GO VIRGINIA GRANT (GOVA) and FISCAL AGENCY AGREEMENT**

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Mr. Noel discussed the GOVA grant and the Fiscal Agency Agreement. He stated that Reinvent Hampton Roads, acting on behalf of the six Peninsula localities, has been awarded a \$150,000 matching GoVA grant. This will begin the establishment of an Unmanned Systems Testing and Demonstration Facility on the Fuel Farm property. The first two steps are forming the Regional Industrial Facilities Authority (RIFA) and having the engineering completed for the first phase of construction. Mr. Noel stated that initially the Virginia Peninsula Chamber of Commerce Foundation will hold the funds until the RIFA takes over as fiscal agent. He noted that once the RIFA is formed, it will become a vehicle for doing regional economic development. Mr. Noel is asking for approval of \$2,500 which is York's portion of the grant match to kick off phase one; and then to authorize the Chairman to sign the Fiscal Agency Agreement with the Virginia Peninsula Chamber Foundation for an established entity to deposit the money.

Mr. Meade moved to approve a matching grant of \$2,500 from the Capital Fund for the GoVA grant to form the RIFA.

On roll call the vote was:

Yea: (4) Biagas, Coxton, Meade, Moberg  
Nay: (0)

Mr. Meade moved to authorize the Chairman to execute a Fiscal Agency Agreement with the Virginia Peninsula Chamber Foundation.

On roll call the vote was:

Yea: (4) Coxton, Meade, Biagas, Moberg  
Nay: (0)

Mr. Morgan mentioned that the Board of Supervisors is very pleased with this effort and appreciates the EDA's and staff's work on this project.

Mr. Lockwood arrived at 4:12 p.m.

## **OLD BUSINESS**

### **MARKETING PACKAGE RT. 17 RESTAURANT SITE**

Mr. Noel discussed marketing the EDA-owned property located at 7120 & 7124 George Washington Memorial Highway to developers for a full-service upscale restaurant. He provided a copy of the marketing folder to each of the members and encouraged them to share with any

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restaurateurs/developers that may be interested in the site. He discussed the proposed drainage for this project and noted the County has plans for a regional stormwater project directly across the street. The County's stormwater facility will serve the restaurant site. He noted the lots would need sewer and suggested the total cost for that would be approximately \$30,000 which includes the cost of the grinder pump. The cost to get sewer service to the site will be about \$18,000. He mentioned the adjacent property owners may also be interested in selling their neighboring lots.

Mr. Morgan recommended they commit to design the sewer since there is a long lead time for that process.

Mr. Noel agreed and asked if they would like to make a motion to approve authorizing staff to get that work accomplished.

Mr. Coxton moved to approve authorizing the design of the sanitary sewer project for 7120 & 7124 George Washington Memorial Highway, which design fees will be paid from the capital fund.

On roll call the vote was:

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

Mr. Noel mentioned they had identified some great prospects for this planned project and noted multiple meetings are on the horizon.

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

Mr. Biagas 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 Neil Morgan, Jim Barnett, Justin Atkins, 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) Meade, Biagas, Coxton, Lockwood, Moberg  
Nay: (0)

The Authority entered into closed meeting at 4:20 p.m.

**RETURN FROM CLOSED MEETING**

The Authority returned to open meeting at 4:41 p.m.

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

Mr. Biagas 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 prospective business were discussed during closed meeting. Mr. Meade 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) Biagas, Coxton, Lockwood, Meade, Moberg  
Nay: (0)

**FINANCIALS**

The Chairman duly noted the receipt of the January 2018 Treasurer and Financial Report.

**APPROVAL OF MINUTES**

Mr. Coxton moved that the minutes of the February 27, 2018 Regular Meeting be approved.

On roll call the vote was:

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

**COUNTY ADMINISTRATOR COMMENTS**

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Mr. Morgan mentioned the EDA should have received the invitation to Mark Carter's retirement reception.

Mr. Noel stated that he had originally planned to present Mr. Carter with a Resolution for his retirement, but he felt a framed photograph of the Riverwalk Landing area would be a better gift as Mr. Carter was instrumental in the development of the waterfront. The EDA members agreed with this idea and authorized the purchase.

Mr. Morgan summarized the FY19 budget and discussed some of the recommended items noting there will be a Work Session coming up with a Public Hearing for adoption on May 1<sup>st</sup>. He stated the priorities in this budget are schools, public safety, employee compensation and rightsizing the capital budget. The overall budget is \$207M and some of the highlights are: no increase in real estate taxes; no fee changes; a lifetime dog tax instead of yearly; \$139M general fund, noting that York continued to be a low cost per capita community. Mr. Morgan stated the big expenditures are the salary increases, but there would be no increases in health insurance this year. He mentioned a joint study would take place to consider merging the County insurance with the schools', noting the schools premiums are less than the County's. Mr. Morgan discussed the capital budget plan, including the six-year capital plan with big ticket items of constructing new building(s). He suggested meeting with shopping center owners to inquire about leasing space if the owners are experiencing vacancies in the centers. Mr. Morgan discussed the new proposed 1% sales tax surcharge bill before the Governor, which would generate more marketing for Williamsburg, and have a huge impact on revenues in York. He noted this was not included in the budget since it has not yet been signed by the Governor. He explained the upside far exceeded the down side of this proposed tax bill and that York would stand to gain approximately \$5M per year for the general fund, which would help keep the County from raising real estate taxes for a while. He also reported that the James City County (JCC) Administrator has asked York County to take over the 911 services for JCC. Mr. Morgan stated he is in agreement with this takeover as long as JCC footed the full cost. A study is being conducted.

#### **DIRECTOR OF ECONOMIC DEVELOPMENT COMMENTS**

Mr. Noel reported that he received two incentive applications, noting that both of them did not meet the criteria of the program. He said that one application was incomplete and/or difficult to understand what was being asked. He explained that the work on this project was completed before the application was submitted for approval.

Mr. Noel said the second applicant felt he lost approximately \$1.2 million due to the Rt. 17 road construction. The applicant has relocated his practice to Pilgrim Village on Rt. 17 and is requesting help for the fit-up of his office space where he is leasing. He is asking for \$75,000 to re-stabilize his business, and to continue to grow and expand.

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## **ASSISTANT DIRECTOR OF ECONOMIC DEVELOPMENT COMMENTS**

Ms. Davidson reported that the Home-Based Business program continues to get positive recognition and noted the International Economic Development Council recently featured a story about the program in their journal. Ms. Davidson continues to receive phone calls as more people hear about the program.

Mr. Noel mentioned that Ms. Davidson wrote the article and he was proud of her for this major accomplishment. He noted it was much more than just an article, and related it to an academic exercise, noting it was heavily vetted and specific formats had to be followed.

## **MEMBERS' COMMENTS**

Mr. Lockwood reported on meeting with Virginia Community Capital (VCC) to discuss its financing assistance program. He explained if the EDA deposited money with the VCC, a better interest rate would be available to the borrower. He stated he still has many questions to be answered before participating in the program, but he thought it could be very helpful to businesses.

Mr. Noel followed up by saying they would meet again with the VCC and then come back to the EDA with possible recommendations to deposit some funds to buy down the lending rate for someone to do a project on a Route 17 property.

Mr. Biagas mentioned a letter he had received from a Historic Yorktown resident concerning the activities and noise coming from the Hornsby House Inn.

Mr. Morgan commented that he had written a lengthy letter to the citizen addressing her concerns.

## **CHAIRMAN'S COMMENTS**

Chairman Moberg thanked Mr. Morgan for going over the proposed FY19 budget. He stated he is pleased that the EDA is pursuing a restaurant for the EDA-owned lots on Rt. 17.

## **ADJOURN**

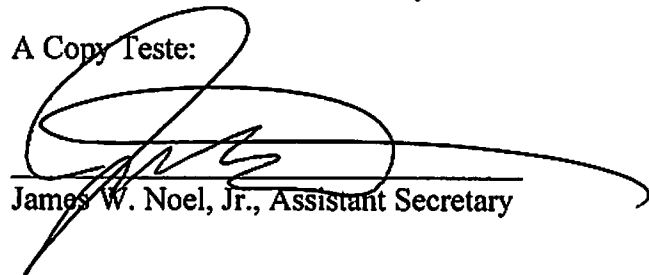
There being no further business, the Chairman adjourned the meeting at 5:25 p.m.

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(SEAL)

  
R. Anderson Moberg, Chairman

A Copy Teste:

  
James W. Noel, Jr., Assistant Secretary

Individuals