

CITY OF POQUOSON



ECONOMIC DEVELOPMENT AUTHORITY

DECEMBER 5, 2017

Regular Meeting

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Regular Meeting

December 5, 2017 8:30 am

Poquoson City Hall – Council Chambers

A. ROLL CALL

CONSENT AGENDA

B. APPROVAL OF MINUTES

a. November 7, 2017 – regular meeting

C. REPORT OF THE SECRETARY

a. No Report

D. REPORT OF THE TREASURER

a. No Report

DISCUSSION AGENDA

E. PUBLIC COMMENT

F. NEW BUSINESS

H. UNFINISHED BUSINESS

- a. Modification request to the Series 2015 Bond: Beth Shalom
- b. Teen Center Maintenance

I. STAFF ACTIVITIES

- a. Home Based Business Event Recap
- b. Marc Willson STAMP program: October 4 & 5
- c. Ribbon Cuttings
- d. Seafood Festival & Holiday Parade
- e. Next Meeting Date January 9, 2018

J. ADJOURNMENT

POQUOSON ECONOMIC DEVELOPMENT AUTHORITY

Board of Directors Regular Meeting

November 7, 2017 8:30 am

Poquoson City Hall – Council Chambers

PRESENT: Donald Booth, Chairman
Alan E. Meetze, Vice Chairman
Timothy O. Trant, II, Director
Angela Ward-Costello, Director
Katie Patrick, Director

Wayne Moore, City Attorney
David Callis, Economic Development (ED) Director
Charity Gavaza, Economic Development Coordinator
Debbie Vest, Community Development Director
Ellen Roberts, City Engineer
Anne Payne, Senior Inspector
Dannan O’Connell, Planner
Tonya O’Connell, Director Finance

ABSENT: Henry Freeman, Director
Walt Apelt, Director

Chairman Booth called the meeting to order at approximately 8:30 a.m. in the Council Chambers located at 500 City Hall Avenue.

APPROVAL OF THE CONSENT AGENDA

Director Costello moved and Director Meetze seconded, to approve the Consent Agenda as submitted. Recorded vote on the motion:

YES: Directors: Trant, Ward-Costello, Patrick and Vice-Chairman Meetze, Chairman Booth

NO: None.

PUBLIC COMMENT

There was no public comment.

CLOSED SESSION

Director Trant moved, seconded by Vice-Chairman Meetze, to go into closed session pursuant to Section 2.2-3711(A)(3) of the Code of Virginia (1950), as amended, to discuss the disposition of publicly held property, i.e. Fishing Center. Recorded vote on the motion:

YES: Directors Costello, Trant and Patrick, Vice Chairman Meetze and Chairman Booth.
NO: None

RECONVENEMENT

Upon reconvening from closed session, Director Costello moved, seconded by Vice-Chairman Meetze, to adopt the following resolution certifying that only the disposition of publicly held real property was discussed in the closed session.

RESOLUTION CERTIFICATION OF CLOSED SESSION

WHEREAS, the Economic Development Authority of the City of Poquoson, Virginia convened in a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711(A)(3) of the Code of Virginia (1950), as amended requires a certification by the Economic Development Authority that such closed session was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Economic Development Authority of the City of Poquoson, Virginia does hereby certify that to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed session to which this certification applies and only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Economic Development

YES: Directors Costello, Trant, Patrick and Vice Chairman Meetze, Chairman Booth

NO: None.

Upon reconvenement, Director Costello, seconded by Director Patrick, made a motion to approve Directors Trant and/or Vice Chairman Meetze to get back with the prospect to discuss a deal.

YES: Directors Costello, Trant, Patrick and Vice-Chairman Meetze, Chairman Booth

NO: None

NEW BUSINESS

UNFINISHED BUSINESS

- a.) BMP Pond capacity/pricing
City Engineer, Ellen Roberts, was called upon to review status of setting pricing based on 25 lbs of Phosphorus removal available within the pond per year with a recommended buy-in value of \$40,500 per lb of removal. The EDA pond is around

15 years old with old standards as a participation pond. Now the standard is an off-site credit plan. The pond offers better approval, but the New Kent plan offers lower costs for off-site nutrient trading. There is also concern about flood control. Nothing should be finalized until Fountains Phase II plans have been approved so a precise figure can be established.

Director Trant moved, seconded by Director Meetze, to approve the recommendation in the memo for pricing at \$40,500.

YES: Directors Costello Trant and Patrick, Vice Chairman Meetze and Chairman Booth

NO: None

*Due to time constraints, it was decided to deal with item e.), then postpone remaining items until the December 2017 meeting.

e.) Teen Center Maintenance

The Economic Development Director provided a brief history of the Teen Center Facility at 962 Laydon Way, including its previous uses and tenants. He also stated that at present the EDA permits a community youth wrestling group to utilize the facility for practice November 1, 2017-March 31, 2018. The Community group is required to pay for utilities during their use of the facility and maintain insurance coverage for their activity naming the City/EDA as additional insured.

Given the building's age and the multiple uses, Mr. Callis stated it is not surprising that it now shows significant signs of wear and tear. In anticipation of short-term and long-term maintenance requirements for the Teen Center, the City's Building Inspection Office personnel was asked to provide the EDA with an overview of the facilities current condition and maintenance needs.

The City's Senior Inspector Anne Payne presented a review of the current and future maintenance needs for the Teen Center. She also reported that a recent roof/ceiling repair for the facility was undertaken and paid for by the City. The building is aging and deteriorating, thus it will continue to require both short-term and long-term maintenance. At the conclusion of Ms. Payne's report, the Mr. Callis suggested an EDA field trip to review the building in order to assess the facility's condition first-hand.

Following staff's informational presentation it was recommended that the EDA consider the future of the facility and determine the best course of action for its management and upkeep. The EDA agreed to consider the matter further at its December 5, 2017 monthly meeting and discuss options to do so.

The meeting was adjourned at approximately 9:50 am.