

CITY OF POQUOSON



ECONOMIC DEVELOPMENT AUTHORITY

FEBRUARY 6, 2018

Regular Meeting

ECONOMIC DEVELOPMENT AUTHORITY

Regular Meeting

February 6, 2018 8:30 am

Poquoson City Hall – Council Chambers

A. ROLL CALL

CONSENT AGENDA

B. APPROVAL OF MINUTES

- a. January 9, 2018 – regular meeting

C. REPORT OF THE SECRETARY

- a. No Report

D. REPORT OF THE TREASURER

- a. Financial Statement

DISCUSSION AGENDA

E. PUBLIC COMMENT

F. CLOSED SESSION

Pursuant to Section 2.2-3.711 (A)(3) of the Code of Virginia (150), as amended, to discuss the disposition of publicly held real property, i.e. Fishing Center

G. UNFINISHED BUSINESS

- a. Teen Center Maintenance Estimates & Update
- b. Update on Delineation Status of EDA owned property
- c. FY 19 EDA Budget Approval

H. NEW BUSINESS

- a.

I. STAFF ACTIVITIES

- a. Taste of Poquoson
- b. HREDA Annual Meeting
- c. Merchant Assoc and Home Based Business (HBB) Group
- d. Next Meeting Date: March 6, 2018

J. ADJOURNMENT

POQUOSON ECONOMIC DEVELOPMENT AUTHORITY

Board of Directors Regular Meeting

January 9, 2018 - 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
Henry Freeman, Director
Walt Apelt, Director

Wayne Moore, City Attorney
David Callis, Economic Development (ED) Director
Charity Gavaza, Economic Development Coordinator
Tonya O’Connell, Finance Director
Wally Horton, Community Development Director

ABSENT: Katie Patrick, 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 Freeman moved and Director Trant seconded, to approve the Consent Agenda as submitted. Recorded vote on the motion:

YES: Directors: Freeman, Trant, Apelt, Vice-Chairman Meetze and Chairman Booth

NO: None.

PUBLIC COMMENT

There was no public comment.

CLOSED SESSION

Vice-Chairman Meetze moved, seconded by Director Freeman, 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: Freeman, Trant, Apelt, 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: Freeman, Trant, Apelt, Vice-Chairman Meetze and Chairman Booth

NO: None.

Upon reconvenement, Director Freeman, seconded by Director Trant, made a motion to have Vice-Chairman Meetze draft a proposal and email prospect a proposal based on discussion held in closed session.

YES: Freeman, Trant, Apelt, Vice-Chairman Meetze and Chairman Booth

NO: None

** Angela Ward-Costello arrived at 8:41 am and had to leave at 9:20 am with no recorded votes during that time period.

NEW BUSINESS

UNFINISHED BUSINESS

a.) Teen Center Maintenance

The City of Poquoson's existing expectation that the EDA sell the Teen Center property has not changed. Vice-Chairman Meetze inquired if there was a group interested in leasing/utilizing the space willing to consider purchase or long-term lease include maintaining the building. There does not appear to be any potential at this time.

Since the building is zoned Residential, it was suggested that it should be promoted on MLS by a residential real estate professional for the possibility of being converted to a residence. With its current residential zoning, it has been challenging to sell/lease for commercial purposes.

Director Trant inquired about previous consideration for demolition of the structure enabling a traditional home to be built on the property. Updated demolition proposal estimates will be presented at the next meeting along with any additional proposals that might be obtained by that time to consider the cost/value of maintain and selling the property as is vs costs to demolish the building and value of property at that time.

Following the reservation of a portion of the Teen Center Property for potential traffic improvements, there remains approximately the parcel is now approximately .6 acre which includes the access easement across the property to the adjacent home. This easement may be reviewed another time to see if any changes could be negotiated to enhance property value.

Consideration of a maintenance budget request should also be analyzed at this time. Approximate cost to refurbish the building to acceptable standards was discussed as was the possibility that substantial investment in the building could trigger a requirement to raise the foundation and bring the building up to current standards.

Additional research should be accomplished prior to next meeting so these considerations could be further discussed with a goal of finding a resolution to the situation.

b.) Big Woods

A marketing plan was presented to the EDA including new site signage proposal and a direct email marketing sell sheet with a list of commercial real estate agents in the region. This push should re-energize interest in the property in light of today's market. Directors were requested to comment on the new package by Monday, January 15.

c.) EDA Budget

The Board was provided with End of the Year Statement and line item roster of EDA items for assistance in producing an EDA Budget for FY 18-19 Finance Director Tonya O'Connell has also reminded the group that time has run out on the interest-

only payments for properties and the EDA will be expected to pay \$157,000 plus interest of \$38,000 on the outstanding loan.

The goal is to vote to approve an EDA Budget at the February 2018 meeting. A review of revenue sources for the EDA included: Beth Shalom, CNU, Nansemond (expired) and YMCA. The BMP Pond also offers long-term revenue.

The meeting was adjourned at approximately 9:50 am.