

**POQUOSON ECONOMIC DEVELOPMENT AUTHORITY**

**Board of Directors Meeting**

**May 5, 2015, 8:30 a.m.**

**Poquoson City Hall – Council Conference Room**

**PRESENT:**

Donald F. Booth, Jr., Chairman  
Timothy O. Trant, II, Vice Chairman  
Alan E. Meetze, Director  
Angela Ward-Costello, Director  
Walter E. Apelt, Director

David Callis, Economic Development (ED) Director  
Deborah Vest, Community Development Director  
Charity Gavaza, Economic Development (ED) Coordinator  
D. Wayne Moore, City Attorney  
Mary J. "Evie" Insley, Secretary

**ABSENT:**

P. Craig Moore, Treasurer/Director  
Henry L. Freeman, Director

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

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF THE MINUTES**

The minutes of the April 1, 2015 annual meeting were approved as submitted.

**UNFINISHED BUSINESS**

*Consent Agenda*

Evie Insley, Secretary, in response to the Authority's direction at the April 1, 2015 meeting, reported that Attorney Wayne Moore advised that a Consent Agenda was indeed a viable option and as this was not addressed in the By-laws, an affirmative vote by the Directors would suffice to initiate. Discussion among the Directors determined that the minutes, the Treasurer's report and committee reports, reviewed by the Directors prior to the regular meeting, would be included in the consent agenda at this time, with the provision that the Directors could make a motion to move any of these items to the regular agenda upon a majority vote.

Director Meetze moved, seconded by Vice Chairman Trant, to adopt a Consent Agenda to include approval of the minutes, financial report and committee reports. Recorded vote on the motion:

YES: Directors Costello, Meetze, Apelt, Trant and Chairman Booth.

NO: None.

Fishing Center

Chairman Booth asked Director Meetze to update the Authority on Mr. Reier's proposed use of the Fishing Center property. Director Meetze stated that it appeared at this time Mr. Reier's interest in developing a nanobrewery but was not sure if the Fishing Center is suitable for this purpose. It was also discussed that even though the footprint of the original building (indicated on a January 25, 2006 plat provided by Charity Gavaza, Economic Development Coordinator) which initiated discussions about this endeavor appeared to no longer be grandfathered, Deborah Vest, Community Development Director, explained that a proposed improvement could be presented to the Board of Zoning Appeals to receive an exception. It was also discussed that the low water pressure in the Messick Point area had already caused concerns with the Port Messick plans to build a Tiki Bar, specifically regarding fire safety. Ms. Gavaza assured the Authority that the ED department would do everything possible to assist Mr. Reier to bring his business to an appropriate location in Poquoson.

CRES Acknowledgement Letter – beginning of Permit Period

David Callis, Economic Development (ED) Director, advised the Directors that he had e-mailed, sent a letter and verbally acknowledged to CRES the engagement of the permit phase of their contract. After confirmation by Counsel, additional discussion with regard to CRES was determined to be confidential in content and a vote was taken to enter into a Closed Session.

**CLOSED SESSION**

Vice Chairman Trant moved, seconded by Director 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 real property, i.e. Big Woods. Recorded vote on the motion:

YES: Directors Costello, Meetze, Apelt, Trant and Chairman Booth.

NO: None.

**RECONVENEMENT**

Upon reconvening from closed session, Vice Chairman Trant moved, seconded by Director 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 this 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 Authority. Recorded vote on the motion:

YES: Directors Costello, Meetze, Apelt, Trant and Chairman Booth.

NO: None.

Teen Center – Outer Building and Grounds Refurbishment

Ms. Gavaza stated that she had requested a proposal, for EDA informational purposes, from Abatement Technical Services, LLC (ATS) for the demolition, removal and disposal of the Teen Center building and concrete walks to include asbestos abatement. The proposal from ATS was \$38,000. She also requested a proposal from M & S Home Repair to effect repairs on the Teen Center and the quote was \$2,300 plus the cost of repainting each window at \$125 each. After discussion on various options (i.e., roof replacement only, civic group participation in repairs and PIPs involvement in repairs), it was decided that Mr. Callis would ask the Building Inspector, Ken Somerset and the Director of Public Works, Tom Jones, to make their recommendations which he would present to the Authority at the next meeting.

NEW BUSINESS

Reception Honoring Past EDA Chairman

Chairman Booth began discussion regarding the possibility of a special recognition for former Chairman of the IDA, Manfred Freeman who has been the Chairman of the Authority since its inception in 1999. Suggestions were offered for the event which included a reception at the Mayor's Breakfast with the Poquoson Business Alliance (PBA) in July at which time a Manfred C. Freeman, Jr. Award for a business in the City; or possibly the nomination of Manfred for the Daily Press "Citizen of the Year". It was decided to appoint a committee to return to the Authority next meeting with a definitive plan for the Authority's approval. Volunteers for the Committee were Chairman Booth and Vice Chairman Trant.

REPORT OF THE SECRETARY

No report.

REPORT OF THE TREASURER

The Treasurer was not present to report.

STAFF ACTIVITIES1. *HREDA Recent Activities*

Charity Gavaza, Economic Development Coordinator, stated that the regional organization continued to labor under internal dissension. In response to a Director's inquiry, Ms. Gavaza noted that even though Poquoson is a member in good standing, we did not have the proximity to the interstate, shipping facilities or any of the other desirable attributes that larger localities were able to offer to entice businesses; therefore, we had not been the recipient of any industrial relocation. The most valuable asset Poquoson receives from the HREDA is our regional participation.

2. *Ground Breaking/Ribbon Cutting*

Ms. Gavaza confirmed that Boone's BBQ had a ribbon cutting on April 22, 2015. The restaurant plans to open on or around the 15<sup>th</sup> of May.

She also stated that she would be out of the office attending a CECD Certification Class in Baltimore from May 13 – 15 and then she will be on vacation until May 26<sup>th</sup>.

Mr. Callis also shared that a targeted zip code mailing of the Poquoson Marina/Charter brochures is being sent to approximately 2700 registered boat owners in the Richmond area to highlight the time savings and convenience of utilizing Poquoson's unhindered access to the Chesapeake Bay as opposed to sitting in bridge-tunnel traffic to the South Side and Poquoson. The "no boat tax policy" provides another incentive for out of town boaters to slip their boats here in Poquoson.

4. *Next Meeting*

The next meeting of the Authority is scheduled for Tuesday, June 2, 2015 at 8:30 a.m.

ADJOURNMENT

The meeting was adjourned at approximately 9:50 a.m.

  
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Chairman

  
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Secretary