

POQUOSON ECONOMIC DEVELOPMENT AUTHORITY
Board of Directors Annual Meeting
April 1, 2015, 8 a.m.
Poquoson City Hall – Council Chambers

PRESENT: Donald F. Booth, Jr., Vice Chairman
P. Craig Moore, Treasurer/Director
Henry L. Freeman, Director
Alan E. Meetze, Director
Timothy O. Trant, II, Director
Angela Ward-Costello, Director
Walter E. Apelt, Director

David Callis, Economic Development (ED) Director
Deborah Vest, Community Development Director
Mary J. "Evie" Insley, Secretary

ABSENT: Charity Gavaza, Economic Development (ED) Coordinator
D. Wayne Moore, City Attorney

Vice Chairman Booth called the meeting to order at approximately 8:00 a.m. in the Council Chambers located at 500 City Hall Avenue.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF THE MINUTES

Director Freeman moved, seconded by Director Meetze, to approve the minutes of the February 9, 2015 regular meeting. Recorded vote on the motion:

YES: Directors Trant, Booth, Moore, Freeman, Meetze and Vice Chairman Booth.

NO: None.

A change in the order of the agenda was requested and agreed upon by the Directors present in order for Deborah Vest, Community Development Director to present information on the Teen Center right-of-way dedication and to participate in the Closed Session.

UNFINISHED BUSINESS

EDA Property Delineation Expiration Schedule

David Callis, Economic Development Director, reminded the Authority that at the last meeting staff was directed to contact Ms. Sandy Brinson of Integrity Environmental, Inc. for her professional input on an approximate timeline for requesting a renewal of the current wetlands

delineation on Tax Map Parcels 27-1-96, 27-1-97A and 27-1-98 also known as the Lotkowitz property which expires on May 18, 2016. He stated that Ms. Brinson recommends waiting until next year in May to engage the Army Corps of Engineers to ensure that the area is not "wetter than normal". When asked about possible problems with the Lotkowitz property, Mr. Callis advised that the property was "high and dry" and that a delineation extension from the Corps would increase the desirability of this property. No action was taken.

Director Ward-Costello and Director Trant joined the meeting after the first Unfinished Business item.

Teen Center Right-Of-Way Dedication

Deborah Vest, Community Development Director, briefly reviewed the history of the Teen Center property located at the intersection of Laydon Way, Little Florida and Poquoson Avenue. Ms. Vest stated that the original intent for the City's purchase of this property was to improve the safety and traffic flow at this intersection with minimal need for acquiring adjacent private property. She explained that at a City Council meeting in March 2010 it was stated that a roundabout would provide the safest realignment. Therefore, staff worked with Paul Michael of Michael Surveying and Mapping over the past year to finalize a plat which would depict the actual Teen Center property boundaries once this traffic improvement is implemented. Ms. Vest also stated that the plat should assist in marketing the property as potential buyers would not be left to wonder how much of the property would be utilized for a traffic calming improvement.

During the Directors' discussion, it was agreed that the Dryden estate heirs are not interested in relocating the 20-foot easement. It was also pointed out that the new survey plat, provided by Michael Surveying and Mapping, depicting the roundabout clearly shows that the remaining parcel is too small to subdivide, but could possibly be used for a pocket park. In response to Ms. Vest's suggestion, Vice Chairman Booth asked her to contact the City Engineer to determine if the remaining parcel could be used to obtain additional TMDL credits for the City and report back at the next meeting. In conclusion and in response to an Authority query, the Economic Development Director stated that it would cost approximately \$10,000 to \$12,000 to demolish the Teen Center.

Director Trant moved, seconded by Director Moore, to authorize the Chairman to sign the Teen Center Right-of-Way Plat entitled, "*Right of Way Dedication Plat Parcel of Land Containing 0.9922 Ac.*", prepared by Michael Surveying & Mapping, P.C. and dated December 17, 2014. Recorded vote on the motion:

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

NO: None.

During the Closed Session Director Moore left the meeting, but returned prior to adjournment of the Closed Session.

CLOSED SESSION

Director Trant moved, seconded by Director Costello, 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 and Fishing Center. Recorded vote on the motion:

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

NO: None.

RECONVENEMENT

Upon reconvening from closed session, Director Moore moved, seconded by Director Freeman, 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, Trant, Moore, Freeman, Meetze, Apelt and Vice Chairman Booth.

NO: None.

Director Trant moved, seconded by Director Freeman that in accordance with the discussion in the Closed Session the Economic Development Director will send a letter to CRES noting that the Feasibility Period of the Purchase and Sale Agreement with the EDA, amended October 21, 2014, will lapse on April 21, 2015. Recorded vote on the motion:

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

NO: None.

NEW BUSINESS

Introduction of New Member

Vice Chairman Booth introduced Mr. Walter Apelt to the Directors. He advised that Director Apelt had been appointed by Council about two weeks ago subsequent to the expiration of Manfred Freeman's term. Mr. Freeman had asked not to be reappointed at the expiration of his term, for personal reasons.

Election of Officers

Director Costello moved, seconded by Director Meetze to elect Donald F. Booth, Jr. as EDA Chairman; Director Freeman moved, seconded by Director Moore to elect Timothy O. Trant, II as Vice Chairman; Director Meetze moved, seconded by Director Costello to elect Craig Moore as Treasurer; and Director Costello moved, seconded by Director Meetze to elect Mary "Evie" Insley as Secretary. Director Meetze moved, seconded by Angela Costello to affirm the aforementioned slate of officers. Recorded vote on the motions:

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

NO: None.

REPORT OF THE SECRETARY

The Secretary relayed a request to the Directors regarding moving the meeting time from 8:00 a.m. to 8:30 a.m. After some discussion, it was agreed that the meeting would be moved to 8:30 a.m. for a probationary period and that the Secretary was directed to confirm with Attorney Wayne Moore that a Consent Agenda could be engaged to assist in streamlining the meetings.

REPORT OF THE TREASURER

Treasurer Moore reported that the payment of the Fountains BMP fees had been received and posted and that the CNU administration fee had been received for February 2015 but was not included in the February statement since it was deposited in March. He advised that in May the City Council should free up to \$10 million which can be utilized by the EDA for another CNU bond issuance, from which a \$25,000 administration fee can be collected. This \$25,000 along with the \$10,000 from the current bond would cover the Authority's interest for the entire year.

STAFF ACTIVITIES

1. *HREDA Recent Activities*

Mr. Callis, ED Director, updated the Authority on the recent appointment of an interim HREDA Chairman, Rear Admiral USN (Ret.) Kevin Sweeney. Furthermore he stated that the HREDA has indicated reviewing the strategic plan and the marketing of all of the localities of Hampton Roads or Coastal Virginia. Recently James City County, York County and Williamsburg have announced they would discontinue their participation in the Hampton Roads Economic Development Alliance mid-year. They have already begun working together as the Historic Triangle. Mr. Callis further explained that Poquoson is small compared to other cities in the region and that our economic development progress in the past has been initiated by the City's Economic Development Department and staff. He also pointed out that the City has never landed a project through the HREDA. The City's fiscal commitment to the HREDA is approximately \$.90 per capita, or about \$10,000 to \$11,000 annually.

2. *Ground Breaking/Ribbon Cutting*

Mr. Callis announced that the ground breaking for the Fountains of Poquoson had taken place on March 18, 2015. He congratulated the EDA and assured them that this project was only possible through the sale of their property to Mr. Moses. He also suggested that the Directors may want to check out the conceptual drawing for the Legacy of Poquoson on display in City Hall.

Mr. Callis mentioned that the Teen Center would be receiving some outside maintenance assistance during the Keep Poquoson Beautiful campaign. He also announced that the current *Chesapeake Bay* magazine includes an article featuring the City of Poquoson, with many beautiful photographs. The ED Department also utilized this chance to include a Poquoson Is The Place informational brochure on water related businesses in the City.

3. *Proposed Activity at Fishing Center*

The ED Director stated that Doug Reier, a Poquoson resident has expressed interest in the Fishing Center building. There is nothing formal as of yet, but Mr. Reier inquired utilizing the Fishing Center as a nanobrewery which is an up and coming business opportunity. He would like to brew and sell his product and possibly offer tasting events. Mr. Reier is a Class A contractor, which could mean the expansion of the structure to its original grandfathered footprint. Mr. Callis asked if the EDA would like to have someone speak with Mr. Reier about his intentions regarding this project, Director Meetze stated that this man was his neighbor and he would see if he could obtain additional information to bring to the next meeting.

It was noted that Boone's BBQ was planning to open in the near future. Mr. Callis confirmed that a ribbon cutting was planned for April 24, 2014. Director Booth noted that they would also be selling soft serve ice cream as well and planned to get a beer/wine license.

4. *Next Meeting*

It was agreed that the next meeting of the Authority would be held on Tuesday, May 5, 2015 at 8:30 a.m.

When asked for more information on their newest member, Mr. Apelt told the Directors that he was a 'move-in' who had only lived in Poquoson for 30 years, was married to Patricia Smith Dryden Apelt and lives at 708 Yorktown Road. He is an independent financial broker with Next Financial Group in Oyster Point and is very appreciative to be appointed to the EDA.

ADJOURNMENT

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



Chairman



Secretary