

**A M E N D E D****POQUOSON ECONOMIC DEVELOPMENT AUTHORITY****Board of Directors Regular Meeting****August 5, 2014, 8 a.m.****Poquoson City Hall – Council Chambers**

**PRESENT:** Manfred C. Freeman, Jr., Chairman  
 Donald F. Booth, Jr., Vice Chairman  
 P. Craig Moore, Treasurer/Director  
 Henry L. Freeman, Director  
 Alan E. Meetze, Director

David Callis, Economic Development (ED) Director  
 Charity Gavaza, Economic Development (ED) Coordinator  
 Theresa Owens, Finance Director  
 Mary J. "Evie" Insley, Secretary

**ABSENT:** Angela Ward-Costello, Director  
 Timothy O. Trant, II, Director  
 D. Wayne Moore, City Attorney

Chairman Freeman called the meeting to order at approximately 8:06 a.m. in the Council Chambers located at 500 City Hall Avenue.

**APPROVAL OF THE MINUTES**

The minutes of the June 4, 2014 regular meeting were approved as submitted.

**PUBLIC COMMENT**

There was no public comment.

**NEW BUSINESS***Flex Warehouse*

At the request of the Economic Development Director, Dave Callis, the EDA Directors unanimously agreed to amend the agenda making the Flex Warehouse discussion the first item of business.

Ms. Owens stated that she, the ED Director, the ED Coordinator and the City Manager had recently discussed the Authority's ability to utilize taxable bond funding to construct a flex warehouse, which was confirmed to be within the Authority's purview. The Directors'

subsequent discussion focused on costs to construct such a facility, possible lease revenues and whether or not it could/should be erected on Authority or private property.

The ED Coordinator, Charity Gavaza, stated that she had been approached by several Poquoson businesses which were searching for warehouse space within the City. However, the Directors expressed concern that the cost per square foot for a shell building in Poquoson could possibly make it less desirable than similar storage facilities in Newport News or Hampton.

In conclusion, Ms. Owens stated that she would research and apprise the Authority in the near future as to whether such a facility, constructed using taxable bonds, must be constructed on EDA property or private property.

#### *International City Manager's Conference Support*

Chairman Freeman announced to the Board that he had been approached by the Economic Development Director requesting that the EDA underwrite the costs associated with Ms. Costello's attendance at the 2014 International City/County Management Conference (ICMA) in North Carolina. At the conference, the City Manager will present an overview of the City's campaign to "jump start" a small community's economy and as the Angela Costello Group has been a part of this effort, she had been asked to assist in his presentation. Chairman Freeman stated, to which no one objected, that the Authority would pledge up to \$770 for Director Costello's food, lodging and air fare.

#### **UNFINISHED BUSINESS**

##### 1. Big Woods Delineation

The Preliminary Jurisdictional Determination (PJD) had been received from the Department of the Army Corps of Engineers (ACOE) for tax parcels 18-1-119, 18-1-94A, 18-1-93A, 18-1-134, 18-1-117 and 18-1-116 confirming the previous August 2005 delineation by Vanasse Hangen Brustlin, Inc. (VHB). The EDA agreed to the PJD which had been signed by the ED Director on behalf of the EDA.

##### 2. Fishing Center

Ms. Gavaza reported that the Fishing Center had not acquired the required insurance. After a brief discussion, it was decided that the sub-committee would speak with Mr. Hummel about the terms of the contract with regards to the insurance requirement.

#### **REPORT OF THE SECRETARY**

None.

#### **REPORT OF THE TREASURER**

Treasurer Moore reported no activity in July 2014.

STAFF ACTIVITIES

1. Mr. Callis reported that Ike Martin was purchasing two properties adjacent to the EDA's property at 296 Messick Road (The Fishing Center) for a seafood processing business.
2. The State of the City Presentation is currently being planned with Michael Kuhns, Vice President of the Virginia Peninsula Chamber of Commerce. It will be held on October 30, 2014 at the White House Cove Marina. It is anticipated that approximately 200 people will attend.
3. Light Brown Hair, a local business, is relocating and will hold a ribbon cutting during September. Cool Wave Car Wash has still not determined a date for their event.
4. The next EDA Meeting is scheduled for September 9, 2014 unless there are no agenda items.

ADJOURNMENT

The meeting was adjourned at approximately 9:25 a.m.

D. H. Martin  
VICE Chairman

Gene Ansley  
Secretary