

POQUOSON ECONOMIC DEVELOPMENT AUTHORITY
Board of Directors Regular Meeting
October 8, 2013, 8:00 a.m.
Poquoson City Hall-Council Conference Room

PRESENT: Manfred C. Freeman, Jr., Chairman
P. Craig Moore, Treasurer/Director
Alan E. Meetze, Director
Timothy O. Trant, II, Director

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

ABSENT: Donald F. Booth, Jr., Vice Chairman
Henry L. Freeman, Director
Angela Ward-Costello, Director

Chairman Freeman called the meeting to order at approximately 8:12 a.m. in the Council Conference Room located at 500 City Hall Avenue.

APPROVAL OF THE MINUTES

The minutes of the September 10, 2013 regular meeting were approved as submitted.

PUBLIC COMMENT

There was no comment.

CLOSED SESSION

Director Moore 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. Teen Center. Recorded vote on the motion:

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

NO: None.

RECONVENEMENT

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

NO: None.

Director Trant moved, seconded by Director Moore, to authorize the Real Estate Subcommittee's continued negotiations with regard to the sale of the EDA's Teen Center property located at 962 Poquoson Avenue in accordance with the parameters set forth in the closed session. Recorded vote on the motion:

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

NO: None.

UNFINISHED BUSINESS

1. ACOE Confirmation/Ratification, Tax Map Parcel #27-1-94A

Charity Gavaza, Economic Development Coordinator, confirmed that Sandra Brinson of Integrity Environmental, Inc. was authorized, based upon a telephonic vote taken on September 25, 2013, to request confirmation from the Army Corps of Engineers (ACOE) of the wetlands delineation that was performed on Tax Map Parcel #27-1-94A. Ms. Gavaza stated that although

the assessment by Ms. Brinson was positive, the Government's furlough has affected the operations of the ACOE which could cause a delay in the execution of the delineation. The Directors requested that Ms. Gavaza ensure that should the condition of the property change, that the proposed delineation be postponed for a more favorable time. Director Meetze moved, seconded by Director Trant to ratify the authorization given to Integrity Environmental, Inc. to pursue ACOE confirmation contingent upon no adverse change in the property's condition. Recorded vote on the motion:

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

NO: None.

2. *HRSD Drainage Issue – North Side of Victory Boulevard* (Added to Agenda)

Chairman Freeman stated that he had spoken with the City's Construction Inspector, Mark Boesen, regarding repairs to the Authority's property located on the north side of Victory Boulevard and that Mr. Boesen would discuss the matter with Tom Jones, Director of Public Works as quickly as possible.

3. *Nansemond-Suffolk Academy Bond* (Added to Agenda)

Chairman Freeman announced that the Finance Director has received the balance of the funds due from the Nansemond-Suffolk Academy Bond.

4. *BMP Agreement*

Chairman Freeman, the Directors and the City Attorney Wayne Moore examined the latest draft of the BMP Agreement and Payment Agreement with regards to the first phase of The Fountains of Poquoson, LLC. Some minor editing will be done by the City Attorney, after which a complete copy of the Agreements, marked "DRAFT" upon each page, will be delivered to Mr. Robert Moses for his review.

REPORT OF THE TREASURER

There were no reports as the closeout of FY13 had not yet been completed.

REPORT OF THE SECRETARY

There was no report.

STAFF ACTIVITIES

1. *Planned Unit Development – Mixed Use Overlay*

Ms. Gavaza reported that the PUD – MU Overlay District Ordinance had been presented to City Council at the September 23, 2013 meeting, received approval at the first reading and is scheduled for a second reading and possible adoption at the October 28, 2013 Council meeting.

Printed handouts of Ms. Vest power point presentation to Council was provided to each Director. The Directors offered positive comments on the proposed ordinance as it would increase the possible development of the Big Woods.

2. *Ribbon Cutting Ceremonies*

The ED Coordinator, Charity Gavaza, reported that Port Messick Bait and Tackle had recently celebrated their ribbon cutting and that the Shining Light Stained Glass business already established in the City, is expanding and will have a ribbon cutting next week. Ms. Gavaza stated that the new nail salon did not wish to go forward with a ribbon cutting at this time. She also announced that a new flooring company would soon be opening in the Moore Building at 501 Wythe Creek Road.

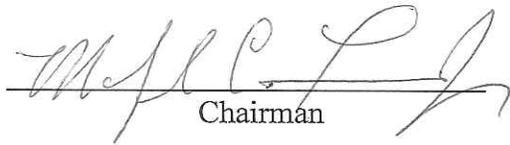
David Callis, Economic Development Director, told the EDA that Dr. McEwen plans to have a soft opening of the new Poquoson Family Medicine/Chiropractic Clinic before he has an actual ribbon cutting and that he plans to promote the remodeled clinic at the Seafood Festival.

3. *Next Meeting*

The next meeting was set for Wednesday, November 6, 2013.

ADJOURNMENT

The meeting was adjourned at approximately 9:15 a.m.


Chairman


Secretary