

Meeting Minutes
ECONOMIC DEVELOPMENT AUTHORITY
March 28, 2017

At a regular meeting of the Economic Development Authority of York County, Virginia, held on March 28, 2017 at 4:00 p.m. in the Conference Room of the County Administration Center, 224 Ballard Street, Yorktown, Virginia, those present were:

R. Anderson Moberg, Chairman
Tom Anderson, Vice-Chairman
Harvey Weinstein, Secretary
Vernard E. Lockwood, II, Treasurer
John F. Biagas
H. Junior Coxton
Steven A. Meade

Others present:

Neil A. Morgan, County Administrator
James Barnett, County Attorney
James W. Noel, Jr., Assistant Secretary and Director of Economic Development
Melissa M. Davidson, Assistant Director of Economic Development
Deborah L. Gardner, Economic Development Assistant

CALL TO ORDER

The meeting was called to order at 4:00 p.m. by Chairman Moberg.

ROLL CALL

A quorum was established with all members present.

CITIZENS' COMMENT PERIOD

None.

NEW BUSINESS

ROUTE 17 PROPERTY ACQUISITION

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Mr. Noel reported on negotiations of the first recommended property purchase under the Route 17 Revitalization program. Mr. Noel stated he felt the choice to purchase 7120 and 7124 George Washington Memorial Highway was an excellent one, and he thanked the committee members for their assistance with this undertaking. He stated it will be a huge improvement for Route 17. Mr. Noel explained that the County Attorney has prepared a Resolution that would authorize the Chairman to execute a Purchase and Sale Agreement for this transaction. He mentioned that he has received permission for the staff to go onto the property for evaluation which will make it a fast due-diligence phase. Mr. Noel noted that the County Administrator had authorized \$450,000 for the purchase of this property from the Board of Supervisors' economic development fund with an additional \$50,000 for demolition.

Chairman Moberg reported that this proposed purchase was presented at the Board of Supervisors' Work Session where it received unanimous approval.

Mr. Morgan recommended they move as quickly as possible to create a positive reinforcement with the acquisition and suggested the Chairman or Mr. Noel be authorized to execute any documents necessary to proceed with demolition and closing.

Mr. Barnett suggested changing language to the Resolution that would stipulate "or other owner" if the title company finds another name on the property.

Mr. Anderson moved to authorize the Chairman to execute a Real Estate Sales and Purchase Agreement for property located at 7120 and 7124 George Washington Memorial Highway, Resolution as follows:

**RESOLUTION OF THE
ECONOMIC DEVELOPMENT AUTHORITY
OF YORK COUNTY, VIRGINIA**

WHEREAS, the Economic Development Authority of York County, Virginia proposes to purchase property located at 7120 and 7124 George Washington Memorial Highway in York County, Virginia, from Shirley Sulik White-Dangerfield.

BE IT RESOLVED that the Chairman is authorized to execute a real estate sales and purchase agreement, to purchase from Shirley Sulik White-Dangerfield property identified as 7120 and 7124 George Washington Memorial Highway in York County, Virginia, consisting respectively of approximately 0.42 and 0.83 acres, for a purchase price of \$450,000.00, substantially similar in form to that draft Agreement attached to the Assistant Secretary's memorandum dated March 28, 2017, and thereafter to sign settlement statements, title affidavits, and such other documents as may reasonably be required to close on the purchase of the property; and

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BE IT FURTHER RESOLVED that the Chairman or the Executive Secretary is authorized to order a survey, title report and title insurance, and to do all other acts reasonably necessary to acquire the property and protect the interests of the Economic Development Authority, and to demolish existing structures on the property and to expend such funds as may be necessary for such purposes.

Mr. Coxton recommended that once the demolition takes place, the property should be seeded, mowed and made attractive.

On roll call the vote was:

Yea: (7) Anderson, Biagas, Coxton, Lockwood, Meade Weinstein, Moberg
Nay: (0)

BUSCH INDUSTRIAL PARK PROPERTY SALE TO VDOT

Mr. Noel explained that he has been contacted by VDOT concerning the acquisition of 1.19 acres of EDA-owned property on Stafford Court in the Busch Industrial Park. This property would help to support the widening of Interstate 64. VDOT has offered \$112,500 for the land and easements. Mr. Noel noted the offer is reasonable, but felt there may be room for a better price. He is requesting that he and Mr. Meade be authorized to negotiate a better price.

Mr. Meade stated the price was above assessment but noted he would like to negotiate for a higher price.

Mr. Noel mentioned he had the drawings reviewed by the County's Stormwater Engineer and there may be a way to minimize what they propose taking. He has asked for VDOT to respond this newest proposal and is requesting approval of the Resolution so that the transaction can be completed without bringing it back to the Authority.

Mr. Barnett noted the Resolution would have to be changed to reflect a sum of not less than \$112,500.

Mr. Lockwood moved to approve a Resolution to enter into a sales agreement and other documents as necessary to convey a portion of 132 Stafford Court, Williamsburg, Virginia, to the Virginia Department for Transportation (VDOT), Resolution as follows:

**RESOLUTION OF THE
ECONOMIC DEVELOPMENT AUTHORITY OF YORK COUNTY, VIRGINIA
AUTHORIZING THE SALE OF LAND AND EASEMENTS TO THE VIRGINIA
DEPARTMENT OF TRANSPORTATION**

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WHEREAS, the Economic Development Authority of York County, Virginia (EDA) owns land in York County identified by street address as 132 Stafford Court; and

WHEREAS, Rinker Design Associates, P.C., acting as agent for the Virginia Department of Transportation (VDOT) communicated an offer to the EDA by letter dated March 21, 2017 of \$112,500 for easements across and a portion of 132 Stafford Court, consisting of 51,880 sq. ft. of land, a permanent easement comprising 19,799 sq. ft., and a temporary easement comprising 12,147 sq. ft., for the purposes of constructing a stormwater management pond to be utilized in connection with proposed I-64 capacity improvements to be constructed by VDOT; and

WHEREAS, the EDA recognizes the need for the I-64 improvements and moreover desires to avoid condemnation litigation in this matter.

NOW, THEREFORE, BE IT RESOLVED that the Chairman or Executive Secretary of the EDA is authorized to execute sales agreements and other documents as may be reasonably necessary to convey the above-described property to VDOT, for a sum of not less than \$112,500.00, such sum having been negotiated with VDOT, subsequent to the receipt of the letter of March 21, 2017.

On roll call the vote was:

Yea: (7) Biagas, Coxton, Lockwood, Meade, Weinstein, Anderson, Moberg
Nay: (0)

OLD BUSINESS

None.

FINANCIALS

The Chairman duly noted the receipt of the December 2016, January and February 2017 Treasurer and Financial Reports.

APPROVAL OF MINUTES

Mr. Anderson moved that the minutes of the February 28, 2017 Regular Meeting be approved.

On roll call the vote was:

Yea: (5) Coxton, Lockwood, Meade, Anderson, Moberg

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Nay: (0)
Abstention: (2) Weinstein, Biagas

CLOSED MEETING

The Chairman noted that it was in his judgment appropriate for the Authority to enter into closed meeting as authorized by the Virginia Freedom of Information Act for the purpose of Prospective Business under Section 2.2-3711(A)(6).

Mr. Coxton moved that the Authority enter into a closed meeting for the aforesaid purpose(s) and that the Authority deemed it necessary, as specified by the Virginia Freedom of Information Act, that Neil Morgan, Jim Barnett, Jim Noel, Melissa Davidson, Debbie Gardner, be present during the closed meeting. This motion was seconded by Mr. Anderson and approved.

On roll call the vote was:

Yea: (7) Lockwood, Meade, Weinstein, Anderson, Biagas, Coxton, Moberg
Nay: (0)

The Authority entered into closed meeting at 4:17p.m.

RETURN FROM CLOSED MEETING

The Authority returned to open meeting at 4:27 p.m.

ROLL CALL VOTE CERTIFYING COMPLIANCE WITH SECTION 2.2-3711.1 D OF THE CODE OF VIRGINIA

Mr. Anderson moved that, to the best of each members' knowledge, only public business matters lawfully exempted from the open meeting requirements specified under the Virginia Freedom of Information Act were discussed in closed meeting, and that only such public business matters related to Prospective Business under Section 2.2-3711(A)(6) were discussed during closed meeting. Mr. Biagas seconded this motion.

The Chairman stated that if any member of the Authority believed that there was a departure from the requirements of the Virginia Freedom of Information Act, that the member was required by law to state his objection prior to the vote, indicating the substance of the departure that in his judgment had taken place. No such objection was raised. The roll call was as follows:

On roll call the vote was:

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Yea: (7) Meade, Weinstein, Anderson, Biagas, Coxton, Lockwood, Moberg
Nay: (0)

COUNTY ADMINISTRATOR'S COMMENTS

Mr. Morgan congratulated the Authority for its work on the Route 17 Revitalization Program and the upcoming purchase of 7120 and 7124 George Washington Memorial Highway. He noted the BOS was strongly in favor of it. He discussed the FY18 budget and York's low debt. He mentioned his budget letter sent to each of the EDA members that described some of the upcoming budget concerns. He noted in the Capital Improvement Program (CAP) there is a line item for economic development, proposing \$250,000 for the upcoming year and \$500,000 proposed for the following year. He stated he hoped to start on some capital improvement projects that the community needs. The budget public hearing is slated for April 18, 2017.

DIRECTOR OF ECONOMIC DEVELOPMENT REPORT

Mr. Noel updated the members on the Fuel Farm and noted Mr. Smith's plea for him to have until the end of September 2017 to raise financing for the project. He stated that if Mr. Smith cannot raise the funding, he has agreed to walk away, giving up his equity in the project.

Mr. Weinstein asked how much Mr. Smith had invested in the project.

Mr. Noel stated it is somewhere between \$2M-\$2.5M.

Mr. Noel mentioned that the Snow Companies are moving towards closing on the purchase of the Waller Mill office building. He reported on meetings with ITA and the property owners and they are moving forward also.

ASSISTANT DIRECTOR OF ECONOMIC DEVELOPMENT REPORT

None.

MEMBERS' COMMENTS

Mr. Coxton mentioned the vacant buildings at the Williamsburg Marketcenter and asked for an update on that area.

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Mr. Noel stated it was recently acquired by a group from Miami, Lionheart Capital, who are considering a mixed-use project. They have engaged The Shopping Center Group to lease the property. He noted that Robert Brown & Associates is constructing a new medical office building on one of the shopping center's outparcels. The building has been leased by Fresenius who will operate a dialysis center.

CHAIRMAN'S COMMENTS

None.

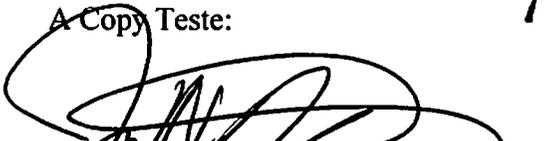
ADJOURN

There being no further business, the Chairman adjourned the meeting at 4:40 p.m.

(SEAL)


R. Anderson Moberg, Chairman

A Copy Teste:


James W. Noel Jr., Assistant Secretary

Minutes
Video Services Board
WYCG-TV Studios
March 9, 2017

Meeting Convened: The meeting was called to order at 10:00 a.m. by Chairman, Anne Smith.

Attendance: Anne Smith, Dr. Carl James, Paula Hersh, Randy Williford

Approval of Minutes: Mrs. Smith asked if there were any additions or corrections to the December 13, 2016, minutes. Ms. Hersh distributed copies with corrections and additions. The Board reviewed the amended meeting minutes; Mrs. Smith entertained a motion to accept the minutes as distributed and corrected. Dr. James motioned to approve, and Mrs. Hersh seconded the motion. The motion passed 3:0.

Discussion:

Mrs. Smith thanked Ms. Hersh and Mr. Morgan for the advocacy and support of the improvements being done at York High School. Mrs. Smith remarked that it is long overdue and the kitchen cabinets are great, the blackout curtains, and Asbestos Abatement all needed. Ms. Hersh also acknowledged Dr. James and the School Division's support and attention to the space and maintenance of the space. Mr. Williford commented on some roof leaks that are being watched and repaired as needed. Dr. James will pass along to Greg Dolak the appreciation for great service. Mr. Williford shared the plans drawn for the space renovation of office/partition walls and minor electrical upgrades that need to be done.

Mr. Williford shared the preparation and plans for staff moving equipment and using a "limited" programming schedule while the on-air room undergoes Asbestos Abatement. The same schedule (includes replays, BOS, YCSD, PCM meetings) will air across all 3 channels from Friday, March 10 to Monday, March 13. Ms. Hersh and Mr. Williford reported how the temporary schedule is being communicated internally and externally. Mr. James shared he had met with Mark Bellamy, and School Safety Officer will be on site for Asbestos Abatement.

Quarterly Report

Mr. Williford distributed Quarterly Report October 1 thru Dec 31, 2016. More production noted over last quarter with schools back in session and installation of new equipment completed. Some increase in technical support, mostly turning the A/V on in York Hall. Noted on the report some holdover technical things and installation of the new server and troubleshooting which calls for technical expertise. Mrs. Smith called for any adjustments or clarifications. Dr. James asked for clarification on staff for air vs. replays. Mrs. Smith asked for clarification to reflect better the administrative and intradepartmental demands. Mrs. Smith acknowledged consensus and report was approved with these changes.

Mrs. Smith inquired about plans for the part-time administrative position. Ms. Hersh reiterated the need for content in filling the position, and Mrs. Smith agreed but wanted to make the distinction that administrative support is important. Mr. Williford shared the capabilities of the new server airing the announcements and crawl on Cox 48/Verizon 40. Mr. Williford and Ms. Hersh explained how Kelly Thomas is running the channel from County Administration and training other Divisions on how to make the slides. Mrs. Smith confirmed that there is back up.

Mr. Williford talked more about the new channel launch and workflow for the Announcement Channel and YCSD protocols, and sharing of the slides with libraries and the YMCA. Mrs. Smith asked about the flow of information. Mr. Williford explained there is *more coordination of information*. Mrs. Smith was concerned with Video Services no longer being in Community Services that the information was not forthcoming. Mr. Williford said it is actually more, that there are more ideas and requests for content going through Public Affairs as the “funnel” and that information is being shared across all platforms with more deliverables (video, facebook, press releases, print, interdepartmental). He gave Carver Gardens as an example.

Mrs. Smith passed along kudos from the Chairman of the BOS, Mrs. Noll, and reiterated her long-time support of the channels and her pleasure with the programming and work being done.

Mrs. Smith expressed concerns with the length of time from the end of the quarter to the quarterly report being shared at the meeting. She suggested that it could be emailed and reviewed by the end of month after the end of the quarter. The first quarterly emailed report will be in late April. Dr. James concurred.

Dr. James asked about audio levels in the live meetings. Mr. Williford said he has checked it and will pay attention to it going forward and further explained the microphone technology in the room.

Budget:

Mrs. Smith asked about the CIP and “new” building request, and asked that a reminder be kept in the CIP. She noted she was checking the budget and asked if we thought there would be any cuts. Mrs. Smith also asked about filling Vivian’s position. Ms. Hersh relayed the delegating of Vivian’s duties to other Public Affairs staff, and the goal would be at some point to see if it could be more of a production position.

Manager Report:

Mrs. Smith confirmed Mr. Williford’s evaluation was signed, administered, and sent to Human Resources.

Schools:

Dr. James mentioned the School Division is involved budget process. Mr. Williford confirmed the move date of the School Board Meeting to March 20th and that the “3D” production is underway and in process through the end of the month.

County:

Ms. Hersh reported on upcoming programming—Budget Show, Did You Know, New Announcement Channel launch, and new streaming/archiving technology possibilities. If purchased, the monthly fees are a little higher but saves resources internally. She was negotiating based on pricing in the market.

Ms. Hersh brought up the possibility of having meetings quarterly. The idea was accepted by Dr. James and Mrs. Smith. It was agreed the next meeting will take place on **May 25th at 10am**, and then the quarterly meetings would start in the new fiscal year with a meeting on **July 13th at 10am**.

Adjournment: The meeting adjourned at 11:55 a.m.

Submitted by: Paula Hersh