

POQUOSON ECONOMIC DEVELOPMENT AUTHORITY
Board of Directors Regular Meeting
December 4, 2013, 8:00 a.m.
Poquoson City Hall-Council Conference Room

PRESENT:

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

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

Chairman Freeman called the meeting to order at approximately 8:00 a.m. in the Council Conference Room located at 500 City Hall Avenue.

APPROVAL OF THE MINUTES

The minutes of the November 6, 2013 regular meeting were approved as submitted.

PUBLIC COMMENT

There was no comment.

CLOSED SESSION

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

YES: Directors Ward-Costello, Trant, Booth, Moore, H. Freeman, Meetze and
 Chairman Freeman.

NO: None.

RECONVENEMENT

Upon reconvening from closed session, Director Booth moved, seconded by Director H. 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) 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 Ward-Costello, Trant, Booth, Moore, H. Freeman, Meetze and
Chairman Freeman.

NO: None.

Director Meetze moved, seconded by Director Moore, to authorize the Chairman and Director H. Freeman, after obtaining City Manager approval, to negotiate the sale of 296 Messick Road, Tax Map Parcel No. 32-01-0016 in the amount of \$76,100, incentivizing any amount agreed upon up to a maximum of \$26,100 for a period of five (5) years on the condition this property remain a water related business during that time period. Further, the Recorded vote on the motion:

YES: Directors Ward-Costello, Trant, Booth, Moore, H. Freeman, Meetze and
Chairman Freeman.

NO: None.

Director Ward-Costello moved, seconded by Director H. Freeman to authorize Dave Callis, Chairman Freeman and Vice Chairman Booth to discuss, with Donald Davis and Sandra Brinson, Integrity Environmental, Inc., the confirmation of the Authority's parcels identified as Tax Map Parcel Nos. 18-(1)-94A, 18-(1)-93A, 18-(1)-134, 18-(1)-117, 18-(1)-116, and 18-(1)-119, i.e. to obtain a ACOE jurisdictional determination based upon Ms. Brinson's favorable inspection; however, if unfavorable weather conditions exist in January, when the Corps is available to conduct their inspection, to convey Ms. Brinson's findings in a letter to the Authority and not proceed with the Corps confirmation at a cost not to exceed \$1500. Recorded vote on the motion:

YES: Directors Ward-Costello, Trant, Booth, Moore, H. Freeman, Meetze and Chairman Freeman.

NO: None.

Action on a written request by Brad Drummond of TagTime Mobile Laser Tag was postponed.

REPORT OF THE SECRETARY

Evie Insley, Secretary, passed out the Disclosure Forms to the Chairman and Directors and requested that they complete and return them at the next meeting. She wished everyone's Merry Christmas.

REPORT OF THE TREASURER

EDA Treasurer, P. Craig Moor, e provided a brief overview of the Authority's financial reports for November 2013.

STAFF ACTIVITIES

1. Ribbon Cutting Ceremonies

David Callis, Economic Development (ED) Director, reported to the Authority that a ribbon cutting for the new Poquoson Family Medicine/Chiropractic Clinic was held on November 8th and a tour of the facility conducted at that time highlighted the refurbishment. Mr. Callis reported that a voucher for the first installment of the incentive (\$25,000) to the Clinic had been submitted after a review of the renovation receipts. In response to a Director's query, it was pointed out that a full-time physician had not yet been hired.

2. Bond Closing December 2, 2013

Chairman Freeman advised the Authority that the CNU bond closing occurred on Monday, December 2, 2013.

UNFINISHED BUSINESS

Director H. Freeman moved, seconded by Director Meetz, to amend the Agenda to include Unfinished Business, i.e. BMP Agreement. Recorded vote on the motion:

YES: Directors Ward-Costello, Trant, Booth, Moore, H. Freeman, Meetze and Chairman Freeman.

NO: None.

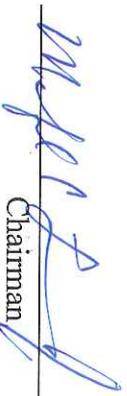
Chairman Freeman advised the Authority that Director Booth had received several e-mails from Robert Moses pertaining to the BMP Agreement and Payment Agreement for the first phase of The Fountains of Poquoson, LLC. Specifically Mr. Moses in his e-mails was questioning the

calculations in this agreement. After the Directors' discussion, it was agreed that Mr. Callis should contact Mr. Moses and advise him that the Agreement stands as submitted.

The next meeting of the Authority was set for Tuesday, January 7, 2014.

ADJOURNMENT

The meeting was adjourned at approximately 9:55 a.m.


Chairman


Secretary