

1. April EDA Agenda

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CITY OF POQUOSON



ECONOMIC DEVELOPMENT AUTHORITY

APRIL 9, 2019

Regular Meeting

ECONOMIC DEVELOPMENT AUTHORITY
Annual Meeting
April 9, 2019 8:30 am
Poquoson City Hall – Council Chambers

A. ROLL CALL

CONSENT AGENDA

- B. APPROVAL OF MINUTES
 - a. March 5, 2019 – regular meeting
- C. REPORT OF THE SECRETARY
 - a.) No Report
- D. REPORT OF THE TREASURER
 - a.) Financial Statement

DISCUSSION AGENDA

- E. PUBLIC COMMENT
- F. ELECTION OF OFFICERS
- G. NEW BUSINESS
 - a.) Meeting Overview: Eastern Virginia Regional Industrial Facility Authority (EVRIFA)
Inaugural Meeting, Friday, March 15, 2019
- H. UNFINISHED BUSINESS
 - a.) Consideration of Hampton Roads Economic Development Alliance (HREDA) FY20 Funding Request
 - b.) Consideration of EDA Amended FY20 Budget Request
 - c.) EDA Big Woods Property Update: Walking Assessment with Sandy Brinson, March 13, 2019
- I. STAFF ACTIVITIES
 - a.) New Business Ribbon Cuttings
 - b.) Shop Local Campaign and Event: Saturday, May 4, 2019
 - c.) Home Based Business (HBB) Conference: April 12, 2019
 - d.) Next Meeting Date: May 14, 2019
- J. ADJOURNMENT

POQUOSON ECONOMIC DEVELOPMENT AUTHORITY
Board of Directors Regular Meeting
March 5, 2019 - 8:30 am
Poquoson City Hall – Council Chambers

PRESENT: Donald Booth, Chairman
Tim Trant, Treasurer
Katie Patrick, Director
Angela Ward-Costello, Director
David Callis, Economic Development (ED) Director
Charity Gavaza, Economic Development Coordinator
Wally Horton, Community Development Director
Steve Herbert, Hampton Roads Economic Development Alliance
(HREDA) President & CEO

ABSENT: Henry Freeman, Director
Walt Apelt, Director (resigned)
Alan Meetze, Vice Chairman

Chairman Booth called the meeting to order at approximately 8:30 a.m. in the Council Chambers located at 500 City Hall Avenue.

APPROVAL OF THE CONSENT AGENDA

Director Trant moved and Director Ward-Costello seconded, to approve the Consent Agenda as submitted. Recorded vote on the motion:

YES: Directors Trant, Patrick, Ward-Costello and Chairman Booth

NO: None.

ABSENT: Directors Apelt, Freeman and Vice Chairman Meetze

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

a.) HREDA Presentation – Robert Steve Herbert, President & CEO
Chairman Booth introduced guest Steve Herbert, President & CEO from HREDA, to present the HREDA 5-year plan and Memorandum of Understanding (MOU). Mr. Herbert distributed marketing materials including the 2018 Annual Report and the “Go To” overview flyer updated for February 2019, which presented information and statistics for HREDA and the 11 localities supporting the organization. He briefly reviewed the 10-year jobs and growth struggle Hampton Roads has been through, the recent upturn and

the IBM study that has been the basis for the current 5-year plan. Part of this plan has resulted in the hiring of consultants and increased staff, resulting in a significant uptick of leads and impacts this early for 2019. HREDA has developed a MOU for the 11 localities which lays out core principals, a 3-year commitment, a public/private shared funding structure based on a pro rata formula and states obligations. They wish to have this document signed by all before the new Fiscal Year. Also discussed were efforts to increase communications with VEDP and within HREDA membership via the Red Team meetings.

EDA Directors Tim Trant and Angela Ward-Costello discussed the City of Poquoson benefit in supporting HREDA and reminded Mr. Herbert of Poquoson's benefit to the region as well as limitations. Director Trant stated that he is a proponent of Regionalism, but wanted to ensure that the EDA is a good steward of taxpayer \$ and felt the EDA needed a breakdown in ROI.

UNFINISHED BUSINESS

a.) EDA Property Pricing Policy Discussion

Chairman Booth advised the EDA that since Vice-Chairman Meetze was not at the meeting, the Property Pricing discussion would be tabled until April meeting.

b.) Update: Wetlands Delineation Re-Confirmation Process for EDA Properties

ED Director Dave Callis advised the EDA that Sandy Brinson, Integrity Environmental, submitted a proposal to review and suggest proactive measures to maintain and improve EDA-owned properties. Staff will be conducting a walk through these properties on Wednesday, March 13, 2019 to learn firsthand what should be done.

Staff Activities

a.) Business Update

Charity Gavaza updated the Board on Poquoson's Restaurant week, Taste of Poquoson, which is taking place now, March 3 – 10, 2019. The EDA was encouraged to eat out at the participating restaurants during the Taste of Poquoson.

Charity Gavaza updated the Board on the HBB Conference, which Poquoson will be sponsoring along with other Peninsula localities, to take place April 12, 2019.

Chairman Booth informed the EDA that Director Apelt had submitted a resignation letter due to health concerns. City Council is aware of the vacancy and it is hoped that they will provide a suitable replacement candidate soon.

Director Trant brought up a request for discussion and resultant list of benefits to Poquoson from HREDA and suggested that letter or agreement of some type be considered with HREDA regarding expectations for provision of service to Poquoson.

The next meeting date is scheduled for Tuesday, April 9, 2019.

The meeting was adjourned at approximately 9:36 am.