

**Virginia:**

At the monthly meeting of the Economic Development Board (EDA) held at the Charles City County Government Administration Building thereof on **Thursday, June 2, 2022, at 6:00 pm.**

**Economic Development Authority (EDA) Board Members:**

**PRESENT:** Dominique White – Chairperson, Robert Erda - Vice-Chairperson(phone), Gregory Cotman, Sr., Johnny Day, Brooke Welborn – Secretary Treasurer, Donald Charity.

**ABSENT:** Arnold Brown

**PRESENT:** Michelle Johnson, County Administrator, Rhonda Russell, Asst. County Administrator/Community Development Director, Gary Mitchell, Planner/Assistant Zoning Director.

The County Administrator, Michelle Johnson, welcomed everyone on June 2, 2022. Ms. Dominique White - Chair, determined there was a quorum and called the meeting to order.

**MINUTES:**

The minutes from May 5, 2022, were presented.

On a motion made by Mr. Day, second by Mr. Cotman, and a vote of 6/0 the Minutes from May 2, 2022, were approved as presented.

**INTRODUCTION OF SANDS ANDERSON:**

Ms. Johnson introduced Mr. Jesse Bausch, Attorney from Sands Anderson representing EDA. Mr. Bausch will be attending meetings to answer any legal questions or concerns you may have.

**ROXBOX:**

Ms. Johnson, at the last meeting we talked about this project, due to concerns, competition, pricing we are delaying until March of 2023. We will go out for bids to make sure we have competitive pricing. We have staff working on the Request for Proposal (RFP) to send to Sands Anderson for review and once it is returned, we will advertise for 30 days. I have notified ROXBOX, and they will be submitting a bid as well. At the last meeting you requested evaluation of water and sewer. Ms. Johnson had Bowman, County Engineers for water and waste water go out and do an evaluation on the septic and wells. On the next to last page on the report that is handed to you now, you will see they recommend the well and the septic can handle the container project as well as the bathroom. **Septic:** Please turn to page 4, they estimate 400 gallons per day for the kitchen, bar, and 400 gallons for the public restrooms. That is 800 gallons per day total on average. If we have a large event, we will rent porta-potties. Mr. Day, ask he read on page 3 they said 50 occupants per day, does that mean counter and customers? Ms. Johnson that is 50 people who will use the bathrooms. Mr. Day, how did they get 50 per day? Ms. Johnson, they have a flow chart they use. I can email the engineer and get an answer to you. The sewer system serving the Beauty Salon consists of a 1,000-gallon dosing (pump) tank, two 1,000-gallon septic tanks, one 1,000-gallon grease trap, and a 1,500 SF drain field. They recommend a booster pump to have even distribution in both tanks. The existing drain field is designed for a capacity of 1,200 gallons per day. **Well:** The well has a capacity of 30 GPM, or 43,200 GPD. With an average daily demand of 540 GPD, the existing well has sufficient capacity to serve the Container Park. Mr. Day stated and asked the VDH report from 2006, convenience store may not have onsite food preparation or fountain drinks the store may only have public restrooms if the water use remains under 700 GPD. That was in 2006, has something changed since then? Ms. Johnson, I will have to ask the engineers and get back with you. Mr. Day looked at the

maps concerning the drain fields and as I have found out you can not put anything on the drain fields. Ms. Johnson, I am sure the architect and civil engineer will design accordingly. Ms. Welborn ask so now we are letting other people submit? Ms. Johnson, yes due to all the concerns coming forth we spoke to the attorneys, and they recommend advertising this project and then choose from there. ROXBOX said they would be putting a bid in as well. Ms. Welborn ask at what point do we need to make a decision to meet the deadline? Ms. Johnson, we will advertise the projects for 30 days, bring all the bids back to EDA by no later than August or September 2022, by October 2022 you should have a decision as to who will do the projects. We should be able to meet the March 2023 deadline. VDOT will decide if a turn lane needed. The County will seek individual bids for the Container Park, and site development. Bruce Howard Contracting, Inc., has submitted a site development plan for \$200,000.00 that we are passing out now for you to look at now. I have also informed them that we will be seeking bids from others as well, they will also be submitting a bid. This is for you to go over, to give you an idea. Mr. Day ask about the bids, how firm will the County be with what was submitted? Ms. Johnson, We have a reputation for minimal change. I am very transparent; this is what you quoted and that is what we are going with. Mr. Erda ask, who outside the County has to approve this. Ms. Russell giving the size of this it would all be the County. Ms. Johnson we are monitored by the State, there are guidelines we have to follow. Ms. Johnson, to do the renovation for the restrooms, there will be three bathrooms (stalls) for the ladies and three for the men plus a urinal, the roof needs minor repair for a leak, and to do the trim per Bruce Howard it will cost \$35,000.00. He has done a lot of work for us in the past and has done a great job.

**WEBSITE EDA MEETING MINUTES POSTINGS:**

Ms. Johnson, The EDA has a page on the County website. We will be posting the approved minutes for the EDA meetings on that page from now on. You may get questions from the community, so I wanted you to be prepared for that. We post all Board meeting minutes once approved. Mr. Erda ask, Is this a requirement or something you do? Mr. Bausch, (EDA Attorney) it has to be made available to the public.

**SURROUNDING COUNTIES EDA MEETING SCHEDULE:**

Ms. Johnson, we have identified several localities for you to visit their EDA meetings. Miranda will be sending you a schedule for these localities EDA meetings. Per Mr. Coada four of EDA members can not go together and discuss County business, that constitutes a quorum, and you cannot do that. Ms. White ask, what if four members get together and do not discuss County business? Ms. Johnson suggest you stay at three members. Mr. Bausch (EDA Attorney) if none of you say nothing you are fine, but that is not likely, so best you stay three or less members together. Ms. Johnson, the localities are Surry, New Kent, Prince George, Henrico, Hopewell, and Williamsburg. Ms. Johnson suggest New Kent, and Henrico for sure, and ask to let her know where and when so she may give them a heads up that you will be coming to observe the EDA meeting.

**QUESTIONS/CONCERNS:**

Ms. Johnson, Madam Chair you asked for some updates:

**Fire Station** – We will have the final rendering next week for 106. We had a meeting with the engineers last night, the plan is to break ground sometime in August or September and be completed April 2023.

**Food Pantry** – We have the final layout/design. We should break ground July or August and be completed early spring of 2023.

**Brewery** – We have finally worked out water/fire suppression with the engineers. The engineers have redesigned some things, pressure to brew beer. They plan to finish the demo inside by late June or early July. As for the fire suppression we just have to reduce the number of occupants in the building.

**Dollar General 106** – The land has been cleared, pad is down, and the grand opening should be late July or early August 2022.

**Housing Development** – Sent plans to PlanRVA, and we were not successful. Ms. Welborn ask what was the problem? Ms. Russell, this was proposed 25-unit multifamily development. We have resources available through Virginia Housing Planning District Commission, the PlanRVA grant proposed had a two phase. We were asking for business partnership between the County and Developer for a non-profit partner to help subsidize the cost of hundreds of thousands of dollars, we submitted application of \$105,000.00 that did not get funded. We recently learned they held back \$350,000.00 for a small project for a small community, we fine tuned the proposal and submitted it and just recently learned we did not get it. However, we are part of a two regional planning organization, and the other is Crater Planning District Commission for financing \$25,000.00 per unit which we have not yet heard back from. The units are Town Homes and start around \$249,000.00 per unit. Ms. Johnson, you can look up AequoFun.com, it will give you more information about the developer. He created a fund that allows minorities to develop housing around the Country. All the contractors are women owned and minorities.

Ms. Johnson, anything else you want updates on? Mr. Erda ask if Culs Grill, Haupt's sells soda, beer, or food, what is the economic return for the sales tax? Ms. Johnson, the sales tax is 6%, the County gets 1.5% of that and the State gets the rest. Mr. Erda ask, can we the EDA give loans to a business to have working capitol to start a company? Mr. Bausch, (EDA Attorney) yes you can. Ms. Johnson, in the fall I would like to have Longwood University Small Business Association come out and speak. Maybe have Culs and Indian Fields each sponsor/host a breakfast event. I spoke to Becky McDonough, Executive Director for Hopewell/Prince George, and she said she would be happy to help set that up.

Madam Chair, We (EDA) need to set up our first networking event at Burlington Plantation, need to decide on a date by our next regular meeting to have a date set up in the fall for Business Networking. Ms. Johnson, we will put that on the Agenda for next month. Madam Chair ask, we know we have the Container Project, should we focus on that or start working on another project? Mr. Coad, we have 46 acres on 106 we would love to develop, but we have to get water and sewer worked out. Ms. Johnson, the Logistic Company in Danville house the 583 solar panels for Charles City. We have the solar company submitting a SUP for another phase for solar and if Charles City had warehouse and storage available it would be wonderful. It's great to get retail but we need Industry that would bring revenue and jobs. We have spoken to Congressman McEachin for funding for getting water and sewer from Love's Truckstop to Chambers Road. Mr. Erda ask does the County get tax based on the inventory sitting on shelves like Dollar General for example? Mr. Coad, yes, it is called Merchant's Capital Tax. Ms. Johnson, we really want to think about what Industry to we want to bring here to bring jobs, opportunity, and revenue. Have everything ready so when they come here, we can be ready so all they have to do is start building. Ms. Johnson I still have to get with Keith Boswell, Virginia Gateway Region hopefully have that for you at our next meeting.

Ms. Russell introduced Paula Cotman and Sylvia Christian who will be attending Neighborhood College Classes to attend an Eda Meeting. Ms. Johnson announced Summer Concert Series kicks off Sunday at 5:00pm at the High School, its free. Madam Chair, our next meeting is July 7, 2022.

**ADJOURNMENT:**

Madam Chair, meeting adjourned at 7:06pm.

DRAFT