

**WEST POINT  
ECONOMIC DEVELOPMENT AUTHORITY  
MINUTES  
December 13th, 2016**

**I. Call to Order**

Jack Lawson called the meeting to order at 6:00 P.M. in Town Council Chambers located in Town Hall, 329 6<sup>th</sup> Street, West Point, Virginia.

Members Present: Carol Cunningham  
Paul Kelley  
Roger Harmon  
Jack Lawson, Chairman  
William B. Lee

Members Absent: Debbie Brockwell  
Bub Shreaves

Also Present: John B. Edwards, Town Manager  
Karen Barrow, Town Clerk  
Greg Kelly, Economic Development Coordinator

**II. Review of Agenda**

There were no changes made to the agenda.

**III. Adoption of Minutes**

A September 20<sup>th</sup> 2016

Carol Cunningham made a motion to adopt the minutes, seconded by Mr. Kelley. Upon a unanimous vote the motion was approved.

**IV. Finance Report**

John Edwards reviewed the current financial report and advised that the \$450,000 CD is surety for the VDOT grant for the Access Road.

Paul Kelley made a motion to adopt the finance report, seconded by Carol Cunningham. Upon a unanimous vote the motion was approved.

## **V. Economic Development Update**

John Edwards advised that he and Greg Kelly met with Laurie Erwin of ‘Williamsburg Paddle on’ to discuss a paddle boarding class. We are looking at May 20<sup>th</sup>, 2017 to try the first class.

Greg Kelly stated that he and John Edwards met with Stacy Martin of the Virginia Department of Tourism who has met with Liz Povar, Economic Development Coordinator with Middle Peninsula Planning District Commission to discuss some ideas to promote the area.

John Edwards advised that there has been some interest in the Harpers Carpet property and the adjoining property to set up a food truck court. One possibility is to hold a food truck court in conjunction with a sunset paddle board class. The Town is also working with the owners of West Point Station to bring a possible prospect to the shopping center.

Carol Cunningham asked what is involved in setting up a food truck court.

Greg Kelly advised that the food trucks are not your regular hot dog truck they provide a high quality specialty meal not found in local restaurants, they have become very popular in Cities like Richmond and Williamsburg. We need to research the requirements with the permits and Health Department.

John Edwards stated that the Town would need to work out some of the logistics, but we need to try it to see if it would work, it is possible that we can coordinate a food truck court with the Chesty Puller Run. Town Staff will continue to work on this project.

## **VI. Industrial Park**

John Edwards advised that the funds are due to the Commonwealth Transportation Board on January 20<sup>th</sup> 2017, VDOT has changed their regulations that would allow the EDA to pay back the funds over a four year period. If, during the four years, the EDA gets a qualifying business, the EDA gets the money back if VDOT has not spent the funds.

John Edwards also stated that there has been some interest in the Industrial Park by a Church, manufactured recycled pallets and a Grinder to grind unused parts of the pallets. None of these inquiries meet the type of investments required to meet the obligation with VDOT. The grinder would only be a 5,000 square foot building and would partially qualify.

Mr. Lee stated that in the past the EDA discussed the Mill possibly using a lot at the Industrial Park.

Mr. Edwards advised that the Mill is building a facility in New Kent County. The project would need to qualify for VDOT standards and the use does not fit the Industrial Park.

Greg Kelly advised that the Capital Improvement requirement for VDOT standards is 2.1 million dollars plus the creation of a certain number of jobs.

Mr. Edwards also stated that the EDA are not getting inquiries for the types of uses needed to qualify for VDOT standards. It might be time to have a discussion on alternate types of use for a business at the Industrial Park. Mr. Edwards gave an example of a change of use in the City of Newport News that has become a successful business location at Oyster Point.

Jack Lawson stated that there's no need to pay off the loan if we don't need too. We should make the payments over the four years.

William Lee made a motion to authorize the Town Manager to pay 20% of the debt to VDOT in January, 2017 and to execute any documents and changes in the surety documents to pay the 20% with VDOT. Seconded by Roger Harmon, upon roll call Mrs. Cunningham, Mr. Harmon, Mr. Kelley, Mr. Lawson and Mr. Lee all voted "Aye".

## **VII. Old Business**

Carol Cunningham asked regarding the Marina property, at the last meeting Mrs. Cunningham attended there was discussion regarding a lease to operate a pier.

Mr. Edwards advised that the Town went to the trouble to design a pier and prepared a lease agreement, the property owners agreed to the lease agreement but also wanted a \$2,000 renters fee per month for the pier. Town Council's opinion was that the Town was not going to pay to construct the pier and improve a private piece of property then the property owners want to charge rent for the pier. The project did not happen.

## **VIII. New Business**

Mr. Edwards advised that the Town and the Chamber of Commerce are working a joint signage project for new "Welcome to West Point" signs on 14<sup>th</sup> Street.

**IX. Next Meeting Date:** March 21st 2017 at 6:00 P.M.

## **X. Adjournment**

There being no further business, Mr. Lawson adjourned the meeting at 7:10 p.m.

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Jack Lawson, Chairman  
West Point Economic  
Development Authority

### **Members Terms**

Debbie Brockwell, Treasurer	843-2485	9/30/17
Carol Cunningham,	843-7399	9/30/17
Roger Harmon	843-3441	9/30/20
Paul Kelley, Vice Chairman	314-2120	9/30/18
Jack Lawson, Chairman	514-5150	9/30/20
W. Bernard Lee, Secretary	381-9868	9/30/18
Bub Shreaves	843-3080	9/30/20