

February 26, 2019

BRIDGEPORT DEVELOPMENT AUTHORITY MINUTES

City of Bridgeport

County of Harrison

State of West Virginia

REGULAR SESSION:

At 7:30 a.m. the Bridgeport Development Authority met in the Conference Room of the Bridgeport Municipal Complex at 515 West Main Street.

MEMBERS PRESENT:

President John Stogran, Members Mark Bonamico, Doug Marquette, Fred Sartoris, Andy Lang, Drew Pomeroy, Jeff Smell, Bridget Furbee, and Frank Sutton (via teleconference)

MEMBERS ABSENT:

Jeff Barger and William Hostutler

CITY STAFF PRESENT:

Community and Economic Development Director Andrea Kerr, Finance Director Monica Musgrave, City Manager Kim Haws, City Attorney Dean Ramsey, and Administrative Assistant Tyler S. Grogg

APPROVAL OF MINUTES:

Minutes of the December 11, 2018 regular meeting were unanimously approved as presented on a motion by Member Jeff Smell; seconded by Member Drew Pomeroy.

INTRODUCTION:

- John Stogran introduced the newest member of the Bridgeport Development Authority, Mr. William Hostutler. Mr. Hostutler had retired from EQT after forty (40) plus years of service. Within those years he has been involved with project management, construction, and operations.

NEW BUSINESS:

1. General Economic Development Update – Andrea Kerr
 - Total cost of construction for the year 2018 was \$58,700,000.00.
 - Total cost of construction for the year 2019 is about \$2,800,000.00.
 - Total permits issued this year are 75.
 - Crossings Assistant Living Facility
 - Has changed their name to the Harmony Assistant Living Facility.

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- The City has divided the building into three sections. Section A is 75% complete, section B is 40% complete, and section C is 25% complete.
- They have a leasing trailer to lease out rooms while the building is under construction.
- The cost of the project is \$14,000,000.00.
- Indoor Recreation Complex
 - Site work is 90% complete and should be completed by end of March 2019.
 - Total cost for site work is \$3,600,000.00.
 - The building will be out for the contractors to bid on in April and will be awarded at the last council meeting in April.
 - Completion date is September 2020.
- Winnies Juice Bar
 - Is just about complete.
 - Total cost for project is \$50,000.00.
- Trailhead Investments
 - New housing development that Beau Henderson is constructing near Platinum Drive.
 - Site work is 70% complete and utility work is 25% complete.
 - There will be one entrance off Platinum Drive. There will not be an entrance in Rosewood or off Corpening Drive.
- Kleinfelder
 - Is an architecture construction company nationwide.
 - They will be renting the second half of the Fairmont Federal Credit Union Building at White Oaks.
 - Total cost of construction is \$189,000.00 and it is a 2,600 square foot building.
- Applied Construction Solutions
 - Applied Construction will be leasing the first two floors of the three-story building located to the left of the hospital.
 - The first floor will be a \$200,000.00 build out and the second story will be a \$200,000.00 build out.
 - They have started construction on the second floor, not the first floor.
 - The owner, David Biafore, plans to construct three additional buildings to the left of the building Applied Construction is leasing. Two will be within City limits the other is outside City limits.
 - The buildings within City limits will be a one-story building and a two story 1,400 square foot building.

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- Edward Jones
 - Opened an office at Cambridge Place.
 - The build out total cost was \$53,000.00.

- Johnstone Supply
 - Is a HVAC company on Platinum Drive.
 - They are 90% complete.
 - Total cost of construction is \$1,000,000.00.

- Dan Ryan Builders
 - 8 residential permits currently opened.
 - 2,600 square foot homes ranging from \$250,000.00 to \$500,000.00.
 - They have 5 lots still available to construct on Kingston Drive.

- Genesis Partners
 - Was issued a grading permit for \$310,000.00 up behind Parkview Townhomes.
 - Infrastructure is complete.

- Meadow Creek
 - Is finishing up their last few buildings and are completely built out. They are looking for additional land to construct more townhomes.

- The City of Bridgeport is working on updating their comprehensive plan and it should be finalized around the first of March 2019.

- Center Street Parking Lot
 - The City will be adding an additional 15 to 20 parking spots.

- Dominion Energy
 - Is upgrading their gas line near Hinkle & Deegan Lakes.
 - Most of the upgrade is outside City limits. The only portion that will be within City limits will go between the tennis courts and the pavilion. That portion should be done by early spring.

- Sherwood / Ridgeway Slip
 - A few years back a house slipped over the hill in this area. The DEP is working on fixing that slip because it was due to an abandon mine property.
 - They will scope the area, so it won't affect the remaining houses.
 - The DEP is estimating it to be a \$3,000,000.00 project.
 - The property below the slip was purchased by Beau Henderson. He has plans to develop a small portion of the property.

- Meadowbrook Mall
 - Completed a \$175,000.00 roof renovation.

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- Projects Completed
 - Ten Mile Oil & Gas
 - Bridgeport Physical Therapy
 - Clear Mountain Bank
 - Great American Cookie
 - Old Navy
 - Torrid
 - Library Renovations
 - My Little Cupcake
 - Starbucks
 - Fairmont State
 - The UHC addition
 - 911 Center
- Toys R Us Location
 - No word on what will go into the location, but there are no restrictions as the property is zoned B-2.
- 131 Storage Unit
 - The Pratt's opened their indoor storage facility on Rt. 131.
- Inspection Program
 - All the stores and common areas in the Meadowbrook Mall have been expected.
 - We have recently started inspecting the hotels which should be completed by the end of March. Each room in the hotel will be inspected.
 - The program is going better than expected and everyone has complied before the 6-month deadline.
 - All inspections will be followed up with to make sure each violation is taken care of.
- Airport
 - Member Andy Lang did a brief update on the Airport.
 - Flights to ^{Dallas} Dallas will be seven (7) days a week as a Hub for United.
 - Flights to Chicago will be seven (7) days a week as a Hub for United.
 - Allegiant has picked up an extra flight to Sanford. Flights will now be on Tuesday, Thursday, and Sundays.
 - Seasonal flights to Myrtle Beach will be three days a week.
 - Passengers are measured in those departing and last year there were almost 40,000 passengers and the goal this year is 50,000.00.
 - The special projects committee is working on a total master plan that will be done in phases. Their plan is to build a new terminal on the other side of the runway and finish developing as much property as possible that the Airport owns.

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- Aurora, Pratt & Whitney, Bombardier, and EASW all talk about keeping what they are doing or expanding.
 - A helicopter company out of Charleston that works on pipeline right of ways are wanting to put a permanent building to store four helicopters.
2. Consider the request for Façade Improvement Grant for proposed project for Cava & Banko, PLLC.
- Finance Director Monica Musgrave stated after the encumbrance of all the grants that have been approved by the board and by council, as of February 26, 2019 there is \$52,790.62 available to be granted.
 - Community & Economic Director Andrea Kerr stated that the owner wants to invest \$100,000.00 and receive \$20,000.00 from the incentive program. If you look at the photo (Exhibit A) you will see the improvements he is wanting to make. All improvements will be seen from the right of ways.
 - Paving, landscaping, and signage will not be included in the incentive program, and once the scope is received, we will have a better idea of what the incentive will go towards.
 - Member Drew Pomeroy made a motion to approve the Façade Improvement Grant for proposed project for Cava & Banko, PLLC. Motion was seconded by Member Mark Bonamico, and unanimously approved.
3. Economic Incentive Completed Audit – Amelia Properties, LLC.
- Community and Economic Development Director Andrea Kerr stated Amelia Properties invested a total amount of \$8,260.00 and the twenty percent for the incentive is \$1,652.00.
 - In the incentive application, he was going to replace the awnings and windows. He has decided at this time it would be more important to replace the front door and the windows and do the awnings later. The front door does qualify for the incentive program if the board decides.
 - Member Bridget Furbee made a motion to approve the Economic Incentive Complete Audit for Amelia Properties, LLC. Motion was seconded by Member Drew Pomeroy, and unanimously approved.
4. Economic Incentive Completed Audit – Twinkles & Sprinkles, LLC
- Community and Economic Development Director Andrea Kerr stated in their application they stated they would be adding a front entrance, steps, a porch and an ADA accessible ramp. They have completed the steps with a total of \$4,031.42 and the twenty percent for the incentive would be \$806.28.

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- They are doing what their initial application stated and would have money left over from the incentive program to complete the porch and ADA ramp. They have been approved for a total of \$1,000.00 from the incentive program. Once the porch and ADA ramp are complete, then the remaining of the audit will be brought back to the board.
- Member Mark Bonamico made a motion to approve the Economic Incentive Complete Audit for Twinkles & Sprinkles, LLC. Motion was seconded by Member Doug Marquette, and unanimously approved.

DISCUSSION:

- City Manager Kim Haws stated within the last three years this program has given about \$140,000.00. The intent of this program was to incentivize the improvement and maintenance to the Main Street Corridor. Does the board feel like this program is accomplishing this, would these improvements have occurred without the incentive program?
- The board agreed that the program has pushed the progress, but the B&O Rebate Program isn't working as well as intended. Both programs are good programs for the existing businesses, but the goal is to help new businesses as well as the existing businesses.
- Member Andy Lang stated one issue the City is running into is there isn't much property within City limits to develop.
- Member Drew Pomeroy stated there is property that the BDA owns throughout the City and asked if there should be a push to get that ready to develop. Would that be a function of this board and should they reserve the money out of the general fund that comes in through the organization that has been saved for the B&O Rebate Program to use to install the infrastructure to those parcels.
- The board agreed to discuss more on this matter at the next BDA meeting once property descriptions are provided.

ADJOURNMENT:

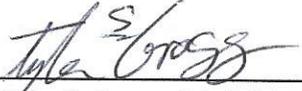
Meeting adjourned at 8:26 a.m. on a motion by Member Jeff Smell, seconded by Member Bridget Furbee, and unanimously approved.

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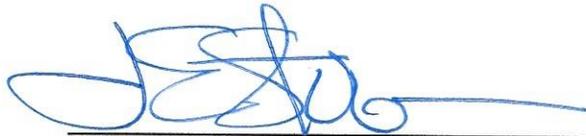
PREPARED BY:



Tyler S. Grogg, Administrative Assistant

Approved:



Date

John Stogran, President