



October 17, 2019

**BRIDGEPORT DEVELOPMENT AUTHORITY MINUTES**

City of Bridgeport

County of Harrison

State of West Virginia

**MEMBERS PRESENT:**

President John Stogran, Members Bridget Furbee, Andy Lang, Doug Marquette, Drew Pomeroy, Fred Sartoris, Jeff Smell and Frank Sutton.

**MEMBERS ABSENT:**

Jeffery Barger, Mark Bonamico and Bill Hostutler

**VISITORS AND CITY STAFF PRESENT:**

Robert Greer, City Manager Randy Wetmore, Community and Economic Development Director Andrea Kerr, Director of Finance Monica Musgrave, City Attorney Dean Ramsey and Secretary to the Board Staci Unger.

**CALL TO ORDER:**

The Bridgeport Development Authority meeting was called to order at 7:30 a.m. on Wednesday, October 17, 2019 in the Conference Room of the Bridgeport Municipal Complex at 515 West Main Street by President John Stogran.

**APPROVAL OF MINUTES:**

Minutes of the September 18, 2019 regular meeting were unanimously approved as presented on a motion by Member Smell; seconded by Member Furbee.

**NEW BUSINESS:**

**Consider the request for a Façade Improvement Grant for Vast Holdings, LLC for property located at the Square @ Bridgeport (formerly Appalachian Tire).**

- Community and Economic Development Director Kerr stated that the building is currently being used as a car detail shop but the owner plans to completely renovate the building into a professional office building.
- Community and Economic Development Director Kerr reminded the board that in order to qualify for the Façade Improvement Grant, the building must be visible from a main street

right of way. She confirmed that two sides of their building are visible, and they would be eligible for the grant.

- Per an email submitted to the BDA, the owners intend to remove the existing garage doors and storefront window, install new fascia board on backside of building with new aluminum fascia, gutter and downspouts, install new soffit and canopy on front of the building and install stucco above the canopy on front of building to match the main building as closely as possible.
- Financial Director Monica Musgrave stated that the grant fund has a balance of a little over \$60,000.00 that can be used toward grants.
- The estimated cost of this project is \$91,851.00 which is more than the maximum allowed grant amount. The maximum allowed grant reimbursement amount is \$10,000 for a qualified investment of \$50,000 or more.
- Community and Economic Development Director Kerr stated if City Council approves the grant application, the property owner would be required to submit documentation and receipts for audit once the work is completed.
- Member Pomeroy made a motion to approve the Façade Improvement Grant for Vast Holdings, LLC for property located at the Square @ Bridgeport. Motion was seconded by Member Smell and unanimously approved.

#### **Discussion and Recommendation of new BDA Board Member**

- Kerr reviewed a list of potential board members that had been submitted for consideration.
- Member Furbee stated that she focused on reaching out to people working in medical or aerospace fields because they are underrepresented on the BDA board.
- After some general discussion, Community and Economic Development Director Kerr stated that she would reach out to the list of potential board member to verify their residency and gauge their willingness to serve as a BDA board member.
- No motion was made, and no formal action was taken.

#### **Consider a request from Harrison County Commission for possible fairground property**

- The Harrison County Commission submitted a letter to Mayor Lang on September 19, 2019, expressing their interest in possibly purchasing BDA owned property located off Meadowbrook Road to be used for county fairgrounds.
- Mayor Lang stated that he shared this information with the City Council during a recent work session and contacted the Harrison County Commission requesting they submit more specific details regarding their request. Once that is received, it will be brought to the BDA for review.
- The property is approximately 16 acres located on Marcellus Way off Meadowbrook Road and it appears that most of the property is in the flood plain.
- Community and Economic Development Director Kerr stated that the property has Hepzibah sewage and City of Bridgeport water.

- Member Pomeroy inquired if the property was originally purchased as part of the city's storm water mitigation and if so, would selling it have an adverse effect on the city's mitigation plan.
- City Attorney Dean Ramsey confirmed that one of the reasons for the original purchase was to mitigate wetlands around the city. He also stated that if the property is still part of the city's mitigation plan, then it may create an issue for the city if the property is used for fairgrounds and mitigation at the same time.
- Member Lang explained that in some cases properties can be traded to meet the city's mitigation plan, but the process is extremely difficult and lengthy.
- Member Furbee stated that, if needed, a conservation trust could be established to meet the city's mitigation plan in the future.
- City Attorney Dean Ramsey said that there are many mitigation programs available that could be considered, if needed.
- Several members questioned the need for and viability of a county fairground and whether the Future Farmer's of America (FFA) is active in the county.
- Member Marquette offered to reach out to a few FFA groups to gauge their level of activity in the area.
- Member Pomeroy stated that currently there is a push for increasing FFA membership and agritourism in the state of WV.
- No motion was made, and no formal action was taken.

**ADJOURNMENT:**

Meeting adjourned at 7:55 a.m. on a motion by Member Furbee, seconded by Member Pomeroy, and unanimously approved.

**APPROVED:**

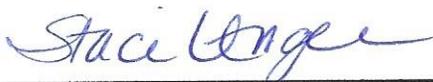


John Stogran, President

12-4-19

Date

**PREPARED BY:**



Staci Unger, Secretary