



April 8, 2021

BRIDGEPORT DEVELOPMENT AUTHORITY MINUTES

City of Bridgeport
County of Harrison
State of West Virginia

BOARD MEMBERS PRESENT:

President John Stogran, Members Mark Bonamico, Jim Christie, Ron Eagle, Bridget Furbee, Andy Lang and Drew Pomeroy.

BOARD MEMBERS PRESENT VIA TELECONFERENCE:

Jeff Smell and Frank Sutton.

BOARD MEMBERS ABSENT:

Bill Hostutler, Doug Marquette and Fred Sartoris.

CITY STAFF AND VISITORS PRESENT:

Community and Economic Development Director Andrea Kerr, Finance Director Monica Musgrave, City Attorney Dean Ramsey, Office Administrator Staci Unger, Connect-Bridgeport Jeff Toquinto and Roger Murray, 118 E. Main St., Bridgeport.

CALL TO ORDER

The Bridgeport Development Authority meeting was called to order at 7:34 a.m. on Thursday, April 8, 2021 by President John Stogran.

APPROVAL OF MINUTES:

Minutes of the January 5, 2021 regular meeting were unanimously approved as presented on a motion by Member Bonamico; seconded by Member Christie.

OLD BUSINESS:

None

NEW BUSINESS:

Consider request for Exterior Improvement Incentive Grant for proposed project for Murray Queen & Co. located at 118 E. Main St.

- Roger Murray stated that he plans to replace the side deck and ramp and make the necessary changes to meet current ADA requirements.
- He also plans to replace the front stoop and install an awning over the front door.

- Community and Economic Development Director Andrea Kerr explained that the current ramp is not ADA compliant and that City Code Officials will work with the contractor to ensure compliance with current ADA requirements.
- Community and Economic Development Director Andrea Kerr stated that the initial estimate for the Façade Improvement is \$16,800.00 which would entitle him to a grant reimbursement of \$3,360.00.
- The maximum allowed grant reimbursement amount is \$10,000 for a qualified investment of \$50,000 or more.
- Community and Economic Development Director Andrea Kerr stated that the property owner will be required to submit documentation and receipts for audit once the work is completed.
- Member Lang made a motion to approve the Exterior Improvement Incentive Grant. Motion was seconded by Member Bonamico and unanimously approved.
- The request will go before the City Council on Monday, April 26, 2021 for final approval.

Complete audit for Exterior Improvement Incentive Grant Request for Alghadban, LLC, for 134 W. Main St.

- Community and Economic Development Director Andrea Kerr informed the board that Alghadban, LLC completed the Exterior Improvement Incentive Grant project and submitted receipts for audit and payment approval.
- Receipt copies and before and after photos were provided in the meeting packets for board members to review.
- The total eligible expenses for the facade improvements equals \$78,432.33.
- Community and Economic Development Director Andrea Kerr stated that they would be eligible to receive 20% of the of the maximum allowed eligible expenses for a payment of \$10,000.00.
- Member Christie made a motion to approve the Exterior Improvement Incentive Grant payment of \$10,000.00. Motion was seconded by Member Eagle and unanimously approved.

Complete audit for Exterior Improvement Incentive Grant Request for Conservation Iron, LLC, for 170 Thompson Dr.

- Community and Economic Development Director Andrea Kerr informed the board that Trevor Flanagan of Conservation Iron, LLC completed the Exterior Improvement Incentive Grant project and submitted receipts for audit and payment approval.
- Receipt copies and before and after photos were provided in the meeting packets for board members to review.
- In addition to the exterior renovations, the owner completed completely renovated the interior and now has eight office suites that are being rented out.
- The total expenses for the facade improvements equals \$62,765.00.

- Community and Economic Development Director Andrea Kerr explained that since only three sides of the building are visible from the main right of way, the maximum allowed expenses would be \$47,073.75 (75% of the total expenses).
- She went on to explain that he would be eligible to receive 20% of the allowed eligible expenses for a payment of \$9,414.75.
- Member Bonamico made a motion to approve the Exterior Improvement Incentive Grant payment of \$9414.75. Motion was seconded by Member Furbee and unanimously approved.

Economic Development Update – Community & Economic Development Director Andrea Kerr

City Projects

- The Bridge: Construction is expected to be completed around May 7, 2021 and the grand opening is being planned for June.

Commercial Projects

- United Hospital Center: Work has started on the steel frame for the 6-story addition to the hospital.
- Cubby's: Expansion project is continuing. Concrete floors are finished. Electric and plumbing in the walls has started. The metal roof for the building is on back order so project completion will be delayed.
- Audi: Interior framing is being completed and drywall is being hung in the showroom. They are also working on competing the storm water detention.
- Wendy's: A \$703,000.00 building permit has been issued for a new Wendy's Restaurant in White Oaks.
- Ten-Mile Oil and Gas: They are in the process of building out the second floor of their office building.
- CEC: A \$100,000.00 permit was issued for renovations to the former PDC Building at Charles Pointe. CEC plans to complete the renovations and move to the new location in May 2021.
- Vast Holdings: A \$39,000.00 permit was issued for a buildout of a shop located in The Square at Bridgeport. A dress shop plans to open in that location by May 2021.
- Dairy Queen: The Façade Improvement project is on-going. They are also adding a party room which will hold approximately 70 people.

Residential Projects

- Dan Ryan Builders: Construction has started on nine multi-family units, located behind Stonebridge Apartments. They plan to build 84 multi-family units over the next few years.
- Dan Ryan Builders: Construction has started on single-family homes located near Salisbury Circle.

Economic Incentives/Grants Financial Update

- Finance Director Monica Musgrave stated that after the encumbrance of all the grants that have been approved by the BDA and City Council as of March 31, 2021 there is a balance of \$72,771.70 available to be used toward grants.

Update on Platinum Drive Property

- City Attorney Dean Ramsay informed the board that a Letter of Intent has been submitted to the State, but the response has been delayed due to the current Legislative Session.

GENERAL DISCUSSION:

- Mayor Lang, who sits on the Board of Directors for the Benedum Airport Authority, gave a brief presentation regarding the current airport expansion project and the aerospace employers in Bridgeport.

ADJOURNMENT:

Meeting adjourned at 8:11 a.m. on a motion by Member Furbee. The motion was seconded by Member Bonamico and was unanimously approved.

APPROVED:

John Stogran, President

Date

Prepared by Staci Unger, Secretary
