

March 13, 2018

BRIDGEPORT DEVELOPMENT AUTHORITY MINUTES

City of Bridgeport

County of Harrison

State of West Virginia

REGULAR SESSION:

At 7:34 a.m. the Bridgeport Development Authority met in the Conference Room of the Bridgeport Municipal Complex at 515 West Main Street.

MEMBERS PRESENT:

Andy Lang, Jeff Smell, Drew Pomeroy, Bridget Furbee, Mark Bonamico, John Strogran, Doug Marquette, and Jeff Barger

MEMBERS ABSENT:

Bob Rector, Okay Bowers, and Fred Sartoris

CITY STAFF PRESENT:

Community and Economic Development Director Andrea Kerr, Finance Director Monica Musgrave, Assistant Director of Finance Kathy Yost, Councilor John Wilson, and Administrative Assistant Tyler S. Grogg

APPROVAL OF MINUTES:

Minutes of the August 29, 2017 regular meeting were unanimously approved as presented on a motion by Drew Pomeroy; seconded by Jeff Smell.

NEW BUSINESS:

1. General Economic Development Update – Andrea Kerr
 - Total Construction as of March 13, 2018 is about \$12,800,000.
 - Meadow Creek
 - After completion Meadow Creek is looking to have 299 leased units. They have 119 units completed and leased with 107 still under construction.
 - After completion Meadow Creek is looking to have 73 purchase units. They have 53 units completed with 15 units to be constructed.
 - Meadowbrook Mall
 - The Meadowbrook Mall will have a new store. The new store is a \$160,000 renovation and 3,320 square foot.
 - Chick-fil-a is in the middle of an \$188,000 renovation.
 - There is a search for a new renter to take the Sears location. The decision of splitting the area or keeping it one store is still being debated.

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- UHC
 - UHC is adding an addition to their surgery center. This will be a \$3,400,000 renovation and be 8,600 square feet.
 - The renovation will consist of additional operating rooms on the first floor and a general surgery addition on the second.
- White Oaks
 - There will be five new buildings going up within the White Oaks area.
 - StarBucks is being renovated in the Retail Plaza II. This construction is estimated to be 2,200 square feet with a drive through.
 - Ten Mile Oil and Gas is a new \$1,800,000 office building that will begin construction soon.
 - The Crossings is an assisted living facility. It is estimated to be 90,000 square foot two story building with 110 units.
 - Clear Mountain Bank will be a 3,200 square foot building.
 - Region Eye Associates will be 8,500 square foot building.
 - Retail Plaza II is estimated to be 8,749 square foot building including 2,200 square feet for StarBucks.
- Charles Pointe
 - 911 Center is going in the old Christie Cutlip building. There will be a secure access to enter into the building.
 - Menards plans to purchase property in April.
- Dan Ryan Homes is taking over where S&A Homes left off. Their plan is to build 60 new homes this year and there are 7 homes under construction in the Worthington area. The homes will average \$300,000 to \$400,000.
- Bridgeport Heights (Crystal Ridge) is looking to construct 65 homes this year.
- There will be 75 acres annexed into the City this year.
- Smokin' Bear BBQ is a new restaurant going in on Main Street.
- Bridgeport Square (Valley Hills) is working on exterior renovation and plans on constructing a third building that will hold four tenants.
- There are renovations being done at the old Hank's Deli.
- John Stogran asked if Toy's R Us will be affected, and Andrea Kerr stated the Bridgeport's Toys R Us is a distribution area for West Virginia, so they shouldn't be affected.
- John Stogran asked who controls the lights around Emily Drive and Andrea Kerr stated it was the State.
- Mark Bonamico asked if parking would be a problem at Bridgeport Square and Andrea Kerr stated no, the new building is going to be small.

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2. Economic Incentive Completed Audit – Jason Underwood
 - Monica Musgrave stated there are two Business Sustainability Incentives with 90%, 40%, and 40% B&O and they are Linea Esthetics and Menards.
 - Two outstanding \$25,000 Façade Improvement Grants is Jason Underwood and Main Street Fitness. Those requests were submitted before the limit was dropped to \$10,000.
 - There is one grant for Economic Development at 50% B&O and that is Mountain State Brewing Company.
 - As of March 7, 2018 the total available is \$87,447.87 in the general fund budget. This is after the two outstanding \$25,000 Façade Grants are paid.
 - There is an additional \$10,000 added to the general fund budget for next fiscal year.
 - Andrea Kerr stated pictures and receipts have been sent to the board of Mr. Underwood's completed building. His renovations do meet the requirements for him to receive the \$25,000.
 - Member Jeff Smell made a motion to approve; motion was seconded by Member Doug Marquette, and unanimously approved.
3. Economic Incentive Completed Audit – Main Street Fitness
 - Member Mark Bonamico recused himself from this discussion.
 - Andrea Kerr stated the board did receive a copy of the pictures and receipts of the completed building. They meet all the requirements for them to receive the \$25,000.
 - Member Jeff Barger made a motion to approve; motion was seconded by Member Jeff Smell, and unanimously approved.
4. Consider request for Façade Improvement Grant for proposed project for the Chandler Building.
 - Andrea Kerr Stated Nancy Chandler now would like to add siding to her building instead of repainting. She will be eligible to receive up to \$10,000.
 - Member Dew Pomeroy made a motion to approve; motion was seconded by Member Andy Lang, and unanimously approved.
5. Consider request for Façade Improvement Grant project for the Country Peddler Building.
 - Andrea Kerr said the building was built in the 1920's and the owners would like the reconfigure the front entrance, new overhang, new windows, new railing, adding a second entrance, and removing the siding to add brick. The estimate for this renovation is \$50,000.
 - Drew Pomeroy asked if the owners for County Peddler and 140 W. Main Street were the same.

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- Andrea Kerr stated the ordinance states that one person can apply but can't reapply for the next two years. For these requests they are two separate companies but in the same family. The daughter wants to renovate 140 W. Main Street and the father wants to renovate the County Peddler Building.
 - Member Jeff Smell made a motion to approve; motion was seconded by Drew Pomeroy, and unanimously approved.
6. Consider request for Façade Improvement Grant project for 140 W. Main Street.
- Andrea Kerr stated they would like to include outdoor seating, overhangs, install railings, removing the current siding and replacing with brick. The estimated cost for this renovation is \$50,000.
 - Member Jeff Barger made a motion to approve; motion was seconded by Mark Bonamico, and unanimously approved.
7. Consider CityNet's request to extend construction financing for the Gigaport Project.
- CityNet representative Jim Martin stated a few years ago they did a pilot program to see how their project of fiber to home would do within City limits. The pilot program exceeded expectations and they brought the request to the Development Authority to approve funding. Since then, CityNet has bought a cable operation out of Philippi and because of this CityNet is able to offer triple play for phone, internet and TV. There have been a few issues since then and one of those issues is splicing. Splicing is very time consuming. CityNet is hoping to be able to pick up splicing production in the spring.
 - The project is 49% complete. There are 221 homes hooked up and 41 out of 79 miles of fiber has been laid throughout the City.
 - The loan was approved for a two year construction period; Mr. Martin wishes to extend the loan for another two years.
 - Dean Ramsey stated when the project started the City was going to own the network and CityNet was going to construct the project. The project had evolved where the City was going to facilitate the financing of the project.
 - MVB is the bank that funded the project two years ago, if the board approves the two year extensions, then MVB will have to approve the request as well and the documents must be amended.
 - Member Jeff Smell made a motion to approve; motion was seconded by Mark Bonamico, and unanimously approved.

DISCUSSION:

- Drew Pomeroy stated Fairmont State has asked to occupy the first floor of the CVB.
- Andy Lang stated there will be an announcement of the indoor recreational center on March 26th.

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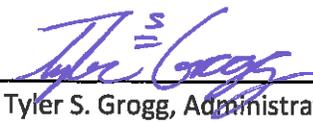
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ADJOURNMENT:

Meeting adjourned at 8:23 a.m. on a motion by Member Bridget Furbee, second, seconded by Member Jeff Smell, and unanimously approved.

PREPARED BY:



Tyler S. Grogg, Administrative Assistant

Approved:

5-1-18

Date



John Stogran, President