

COUNTY OF YORK

MEMORANDUM

DATE: October 18, 2023

TO: York County Board of Supervisors

FROM: Neil A. Morgan, County Administrator 

SUBJECT: Historical Triangle Recreational Facilities Authority (HTRFA) - Progress Update

I am writing to provide an update on the latest developments within the Historical Triangle Recreational Facilities Authority (HTRFA) and various important aspects of our ongoing work.

Design Work and Facility Operating Model

Progress continues on the design of the core facility at the Visitor Center site. A design committee is collaborating with MEB to determine the facility's orientation and location, create schematic designs, and develop facility renderings, which should be available once reviewed and approved by the City Design Review Committee. Simultaneously, our HTRFA Board is actively engaged in evaluating the most suitable facility operating model. We aim to present a comprehensive project overview to our elected officials in the three localities involved this upcoming winter.

Our discussions have encompassed a wide range of possible operating arrangements. One favored approach is a combination of a privately contracted operator, focusing on tourism-oriented tournaments, event marketing, and concession management, along with traditional parks and recreation leagues. The leagues would be aligned with our local government recreation agencies. However, our vision is that community league play would combine participants from all three localities. To make an informed decision, we are committed to thoroughly exploring these options.

To determine the optimal operating arrangement, the HTRFA authorized the issuance of a Request for Interest (RFI) at its June meeting. In August, we conducted interviews with interested respondents to tap into their expertise in balancing effectiveness and efficiency for both tourism promotion and community recreation. This strategic approach has enabled the HTRFA to compile all necessary information regarding design, construction, and operations, ensuring that our local governing bodies can make well-informed decisions. It has also allowed the HTRFA to issue a more thorough RFP which is currently outstanding.

The current status of critical project steps is summarized below:

1. **Financing Plan:** As the principal provider of project capital, the City of Williamsburg is finalizing the capital plan of finance. This update will result in a refined "invitation to participate" from the HTRFA, for consideration by the localities. The proposal will retain the concept of the counties providing operating

coverage and funding reserve accounts, with the addition of a minimum annual contribution for years when operating costs break even and reserves are fully funded.

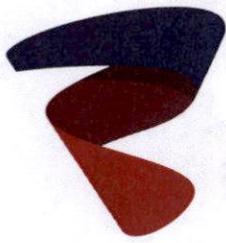
2. **Funding Shares:** York and James City County are working together to establish a funding formula that divides county obligations into equitable shares based, in part, on facility usage.
3. **Operator RFP:** After reviewing and interviewing companies during the RFI process, a decision to issue an Operator RFP was approved. City staff, HTRFA Attorney, and Brian Connelly (Victus) have finalized the Operator Request for Proposals (RFP), with the goal of submittal by the end of October. The HTRFA may consider submissions at the November meeting with a potential contract award contingent on project progress this winter.
4. **Naming Rights RFP:** The same team is also developing a Naming Rights Request for Proposals (RFP) following a similar timeline. We believe there is a potential for annual revenues in the range of \$200,000.
5. **Comprehensive Agreement:** Our HTRFA attorneys (Sands Anderson) are currently drafting the comprehensive agreement, which would be required in order for the localities to authorize facility construction. Recent design meetings have initiated discussions on Furniture, Fixtures, and Equipment (FFE) requirements and demolition, so that final cost projections are as accurate as possible. Decisions on timelines and procurement will be made as we finalize costs.
6. **Architectural Review Board (ARB):** A concept plan has been submitted to the ARB for comments and is attached for your reference. The Public Information Officer for the HTRFA released a press release on October 18, 2023, to inform the public about the ongoing plan review process.

We appreciate your continued support and involvement as we explore creating a thriving and well-operated facility that benefits both our local communities and the broader tourism mission. I would anticipate further updates within sixty days.

Fuller/3504

Attachment:

- News Release – First Phase of Evaluating Sports Center Design dated October 18
- Concept Plan Rendering



HTRFA

HISTORIC TRIANGLE RECREATIONAL FACILITIES AUTHORITY

FOR IMMEDIATE RELEASE

Oct. 18, 2023

First Phase of Evaluating Sports Center Design Nears Completion; Design Moves to Williamsburg Architectural Review Board for Conceptual Review

Williamsburg, Va. – The Historic Triangle Recreational Facilities Authority is nearing completion of a final design concept and cost estimate for the regional indoor sports facility on property in the City of Williamsburg.

The exterior design of the sports complex will go before the City of Williamsburg's Architectural Review Board (ARB) for a conceptual review on Tuesday, Oct. 24, 2023. The meeting, which is open to the public, is scheduled for 6:30 p.m. in Room 127 of the Stryker Center, 412 N. Boundary St.

The chosen property for the sports facility is adjacent to the Colonial Williamsburg Visitor Center at 100 Visitor Center Drive and is zoned in a Corridor Protection District, or a major entrance corridor of the City, which requires ARB approval to ensure the exterior design complies with the City's [Design Review Guidelines](#).

No decision regarding approval will be made at the ARB meeting; the exterior design would need final approval from the ARB, with any required changes incorporated into the exterior design, at a future meeting. A cost estimate can be determined after a final design is approved.

The indoor sports facility will be at least 160,000 square feet and include 12 basketball courts that can be converted to 24 volleyball courts and 36 pickleball courts. The facility will grow and improve Greater Williamsburg's sports offerings while attracting teams and tournaments to boost sports tourism in the area.

In September 2022, the [Historic Triangle Recreational Facilities Authority](#), a governing body made up of members of the three Historic Triangle localities, approved an interim agreement with construction firm MEB to design and build a regional indoor sports facility on property in the City of Williamsburg. Architectural firms Clark Nexsen, Guernsey Tingle, and Timmons Group are part of the design-build team for this project.

Over the course of this fall and winter, the plan review process for this project will include a site plan review by City staff and the Williamsburg Planning Commission's Site Plan Review Committee, as well as a rezoning request, which will require public hearings before the Planning Commission and the Williamsburg City Council. In addition, the regional indoor sports facility requires final approval from the Williamsburg City Council, the James City County Board of Supervisors, and the York County Board of Supervisors.

MEDIA CONTACTS

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Concept Plan Rendering

