

**The Portsmouth Port and Industrial Commission**

**August 23, 2022**

**COMMISSIONERS PRESENT:**

Angelia Allen – Chairman  
Arnette McSwain  
Bracey Parr  
Andre Williams  
Amira Bethea  
Roniqua Jackson

**ALSO PRESENT:**

Brian Donahue – Secretary  
Pam Croom – Assistant Secretary  
Lavonda Graham-Williams – City Attorney  
Jeff Miller – Deputy City Attorney  
Kelsey Swieringa – Assistant City Attorney  
Patti Phillips – Finance Department  
Tonya Chapman – City Manager  
Bill Moody - Councilman  
Patrick Doris, City Assessor  
Chris Gullickson – Port of Virginia

**ABSENT:**

Sarah Rogers Garner

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**Welcome & Call to Order**

- The Chairman called the meeting to order at 9:00 a.m.

**Roll Call**

- Mr. Donahue called roll. A quorum was present.

**Minutes**

- The minutes from the June 28, 2022, Regular Minutes were reviewed.  
**Action:** On a motion by Mr. Parr and seconded by Ms. Bethea, the Commissioners approved the minutes from the June 28, 2022, Regular Minutes as presented.  
**Roll Call Vote:** Ms. Allen - Yes; Ms. Bethea - Yes; Ms. McSwain - Yes; Mr. Parr - Yes; Ms. Rogers Garner-absent; Mr. Williams - Yes; Ms. Jackson - Yes

**Financials**

- Ms. Phillips reviewed the Financial Statement for June 2022. It was agreed to file the June 2022 Financial Statement for audit.

### **Old Business**

- Mr. Chris Gullickson from The Port of Virginia updated the board on year over year volume growth and ongoing updates to Portsmouth Marine Terminal to accommodate Offshore Wind projects. Mr. Parr inquired about the attributions to volume growth.
- Ms. Angelia Allen recognized City Manager Tonya Chapman and City Attorney Lavonda Graham-Williams.
- Mr. Donahue introduced new Economic Development team members Aimee Tracy and Edie Frazier.
- PPIC Incentive Program Update – Mr. Donahue updated the board on the PPIC Job Creation Grant Program application materials and potential October launch date.
- Mr. Parr updated the board on the Portsmouth Public Schools STARBASE Victory Program.

### **New Business**

- VMA Symposium Sponsorship – Mr. Donahue presented a sponsorship opportunity for the Virginia Maritime Association International Trade Symposium to the board. Mr. Parr inquired about admission to the Symposium.  
**Action:** On a motion by Mr. Parr and seconded by Ms. McSwain, the Commissioners approved the sponsorship for VMA Maritime Mixer. Ms. Allen - Yes; Ms. Bethea - Yes; Ms. McSwain - Yes; Mr. Parr - Yes; Ms. Rogers Garner-absent; Mr. Williams - Yes; Ms. Jackson - Yes
- FY23 Port Host Community Revitalization Fund Grant – Mr. Donahue introduced an application to the FY23 Port Host Community Revitalization Fund Grant program as submitted by Crofton Construction Services. Mr. Donahue provided background information on the grant program. Crofton representatives, Jay Crofton and Camille Cherry, were introduced and presented their grant request to the board. Commissioners inquired about the amount of the grant request, advertising of the grant program, matching requirements for the grant, and community outreach efforts by the applicant.

### **Closed Meeting**

**Action:** At 9:52 a.m., on a motion by Ms. Bethea and second by Ms. McSwain, the Commission entered into a closed meeting pursuant to Virginia Code Subsection 2.2-3711 A.3 for the purpose of discussing the investment of public funds where competition or bargaining is involved were if made public initially the financial interest of the commission would be adversely affected specifically regarding Post Host Community Grants and pursuant to Virginia Coast Subsection 2.2-3711 A.3 for the purpose of discussing the disposition of real property where discussion and then openly and would adversely affect the bargaining position or negotiating strategy of the public body specifically regarding 3920 Burtons Point Road.

**Roll Call Vote:** Ms. Allen - Yes; Ms. Bethea - Yes; Ms. McSwain - Yes; Mr. Parr - Yes; Ms. Rogers Garner-absent; Mr. Williams- early leave; Ms. Jackson - Yes.

**Action:** At 10:51 a.m. on a motion by Ms. Bethea and seconded by Mr. Parr, each Commissioner certified that, to the best of his or her knowledge: only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting just concluded.

**Roll Call Vote:** Ms. Allen - yes; Ms. Bethea – yes; Ms. McSwain - yes; Mr. Parr - yes; Ms. Rogers Garner - absent; Mr. Williams – absent; Ms. Jackson - yes.

### **Open Meeting**

- Resolution FY23 Port Host Community Grant was presented by Mr. Jeff Miller and voted on by Commissioners.

**Action:** On a motion by Mr. Parr and seconded by Ms. Bethea, the Commissioners approved the resolution as presented.

**Roll Call Vote:** Ms. Allen - Yes; Ms. Bethea - Yes; Ms. McSwain - Yes; Mr. Parr - Yes; Ms. Rogers Garner - Absent; Mr. Williams - Absent; Ms. Jackson - Yes

## **RESOLUTION**

### **(Port Host Community Revitalization Funds)**

BE IT RESOLVED that the Portsmouth Port and Industrial Commission wishes to apply for \$415,657 of Port Host Community Revitalization Funds for the Crofton Construction/16 Harper Avenue project for the development of property in support of port related activity within the City of Portsmouth, Virginia; and

WHEREAS, \$415,657 of private funds will also be expended on this property, and it is projected that 30 new jobs will result from the implementation of the project; and

BE IT FURTHER RESOLVED that:

1. The submission of an application for Port Host Community Revitalization Funds for the referenced project is hereby approved by the PPIC Board of Commissioners;
2. The Chair and Vice Chair are each hereby authorized to execute and submit the appropriate documents for the submittal of this Port Host Community Revitalization Fund application;
3. The Chair, Vice Chair and Secretary, and the Secretary's designees, are hereby authorized to take such other actions and execute such or other agreements or documents as may be required to further the intent of this Resolution; and
4. This Resolution shall be effective immediately upon its adoption.

**Items submitted by Commissioners**

- Mr. Parr requested a Letter of Support from the PPIC be submitted to the State on behalf of the City in support for its application for funds to complete improvements on Victory Blvd. near Burtons Point Rd.

**Report Backs**

**Adjourn**

The meeting adjourned at 10:55 a.m.

Respectfully submitted,



Brian Donahue  
Secretary