

Economic Development Authority of the City of Portsmouth

January 16, 2018

6th Floor Conference Room, City Hall
801 Crawford Street, Portsmouth, VA

The Chairman called the meeting to order at 8:05 a.m.

COMMISSIONERS PRESENT:

Anthony W. Hinds – Chairman
Miriam J. Jiggetts
Cathy Revell
Don L. Scott (arrived at 8:09 a.m.)

ALSO PRESENT:

Jeffrey S. Miller – Assistant City Attorney
Robert D. Moore – Assistant Secretary
Dr. L. Patton – City Manager
Elizabeth M. Psimas – Vice Mayor
Alice Kelly – CFO
Robert A. Baldwin – Planning Director
Lisa Blackford – Finance
Alisa Winston – PRHA
Vincent E. Jones – Deputy City Manager

ABSENT:

Aaron J. Kelley – (Excused for Travel)
Tracy Link
Junius L. Thompson – Vice Chairman
(Excused for medical reasons)

Mr. Moore reported that the EDA-owned property at 1021 High Street is slated for demolition. The City Engineering department has begun the planning process, and the demolition will take approximately 3 to 6 months to complete. Vice Mayor Psimas voiced a concern that if the building is demolished any historic tax credits available to the building would potentially be gone. Mr. Moore will research this issue and report back to the EDA.

The minutes from the December 19, 2017 meeting were reviewed.

ACTION: On a motion by Ms. Jiggetts and seconded by Mr. Scott, the Commissioners approved the minutes from the December 19, 2017 meeting. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – absent; Ms. Link – absent; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

The minutes from the December 19, 2017 joint meeting with the Portsmouth Port & Industrial Commission were reviewed.

Ms. Jiggetts requested that the minutes include the comment from a PPIC Commissioner that Economic Development should concentrate efforts on service oriented businesses in light of the expansion of the Port to Craney Island.

ACTION: On a motion by Ms. Jiggetts and seconded by Mr. Scott, the Commissioners approved the minutes from the December 19, 2017 joint meeting with the PPIC, with the added statement concerning Craney Island. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – absent; Ms. Link – absent; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

Ms. Blackford reviewed the December 2017 Financial Statements.

Ms. Jiggetts requested that the Commissioners stay mindful of the cash position of the Board.

ACTION: On a motion by Ms. Jiggetts and seconded by Mr. Scott, the Commissioners approved the December 2017 Financial Statements as presented. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – absent; Ms. Link – absent; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

Mr. Hinds reiterated the initial discussion concerning 1021 High Street, which took place before Mr. Scott's arrival.

Mr. Moore briefed the Commissioners about the steeple fire that occurred at Monumental United Methodist Church located at 450 Dinwiddie Street. On May 30, 2017 the EDA approved a \$25,000.00 Façade Improvement Grant (FIG) for the church. The work should have been completed and receipts turned in, however the fire precluded this from taking place. The church is working aggressively to dry out the sanctuary and save artifacts. They anticipate having the damage repaired in approximately 12 months. The Commissioners agreed to allow Mr. Moore to work with the church as they go through this lengthy process in order to keep their FIG in place.

Mr. Moore reported that the cost estimate to update the original report provided by Moffat & Nichol, regarding the North Pier site, will be \$9,530.00.

ACTION: On a motion by Mr. Scott and seconded by Ms. Revell, the Commissioners approved Moffat & Nichol updating the original study on the North Pier at a cost not to exceed \$9,530.00. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – absent; Ms. Link – absent; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

Mr. Hinds indicated the necessity to appoint a secretary to the board, which in the past has historically been the Director of Economic Development.

ACTION: On a motion by Mr. Scott and seconded by Ms. Jiggetts, the Commissioners approved the appointment of Robert D. Moore as secretary to the EDA. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – absent; Ms. Link – absent; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

Mr. Moore put forth the date of Friday, February 23, 2018 for the EDA all-day retreat. He also suggested that the regular February meeting, which would take place on Tuesday, February 20, 2018, be moved to February 23rd and take place at 8:00 a.m. immediately before the retreat at 9:00 a.m. Mr. Hinds asked the Commissioners to check their schedules and report to Economic Development as to their availability, and provide any items they would like addressed at the retreat.

Mr. Moore relayed to the Commission that City Council has scheduled a joint meeting with the EDA for Monday, January 22, 2018 at 6:00 p.m. Staff asked for RSVP's to ensure that a quorum is available.

Mr. Moore reminded the Commissioners that on Saturday, March 10, 2018 a retreat is scheduled to include City Council, the Portsmouth Redevelopment and Housing Authority and the EDA.

ACTION: At 8:45 a.m., on a motion by Mr. Scott and seconded by Ms. Jiggetts, the Authority entered into a Closed Meeting, WHEREAS, the Board of Commissioners of the EDA desires to enter into a closed meeting; and WHEREAS, in compliance with the requirements of the Virginia Freedom of Information Act the topics to be discussed are set forth below, and the sub-paragraphs of Paragraph 2.2-3711(A) of the Virginia Code authorizing discussion of the topics in closed session are set forth in parentheses after each topic; NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners shall meet in Closed Meeting for the purposes of: consultation with legal counsel pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body (The Commons at Portsmouth Center) (7); and discussion or consideration of the investment of public funds where competition or bargaining is involved where, if made public initially, the financial interest of the governmental unit would be adversely affected (TCC) (6). **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – absent; Ms. Link – absent; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

ACTION: at 9:00 a.m., on a motion by Mr. Scott and seconded by Ms. Revell, the Authority approved a resolution directing, the Virginia Freedom of Information Act certification required by section 2.2-3712.D of the 1950 Code of Virginia, as amended, WHEREAS, the Authority has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; Now, therefore, be it hereby resolved that the minutes shall reflect that each Commissioner, unless her/his prior contrary statement is in the minutes of this meeting, hereby certifies that to the best of her/his knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter, and (ii) 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 by the Commissioners. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – absent; Ms. Link – absent; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

Ms. Revell reported that the Local Incentives Program ad hoc committee's last meeting was canceled due to the snow.

Ms. Jiggetts indicated that she had sent an item for the ad hoc committee to consider at their next meeting.

Mr. Hinds reported that Mr. Thompson did not attend the meeting due to medical reasons and that Mr. Kelley let him know that he would be traveling and out of town.

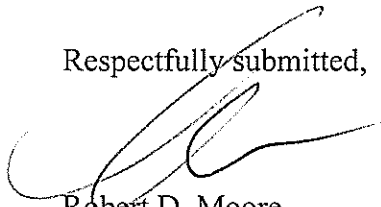
Mr. Hinds cited an article in *Inside Business* recognizing Mr. Moore's appointment as the Director of Economic Development for the City of Portsmouth and his accomplishments.

Mr. Hinds reminded the Commissioners that their 2018 Statement of Financial Interest form is due to the City Clerk by February 1, 2018.

Mr. Moore let the Commissioners know that a new restaurant, Yoolks on Us, recently opened at 515 Washington Street. A ribbon cutting ceremony will be scheduled soon and the Commissioners will be encouraged to attend.

With no other business before the Board the meeting was adjourned at 9:05 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Robert D. Moore', with a large, stylized flourish extending to the left.

Robert D. Moore
Secretary