

PPIC Meeting
July 23, 2024

**The Portsmouth Port and Industrial Commission
July 23, 2024**

COMMISSIONERS PRESENT: Angelia Allen – Chair
 Ronald Peterman – Vice Chair
 Arnette McSwain – Treasurer
 Benjamin Foster – Commissioner
 Keith Rice – Commissioner

ALSO PRESENT: Brian Donahue – Secretary
 Jeff Miller – Deputy City Attorney
 Kelsey Swieringa - Assistant City Attorney
 Steven Carter – City Manager
 Kyera Pope – Finance
 Mark Hugel – City Council Liaison

GUEST: Kyra Sugars - Intern

ABSENT: Peter Hansen – Commissioner
 Edward Barham, III - Commissioner
 Chris Gullickson – Port of Virginia
 De’Andre Barnes – City Council Liaison
 Flora Berisha – Finance

Welcome & Call to Order

- The Chairman called the meeting to order at 9:01 a.m.

Roll Call

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

Minutes

- The minutes from the May 28, 2024, Regular Minutes were approved.

Action: On a motion by Ms. McSwain and seconded by Mr. Foster, the Commissioners approved the minutes from the May 28, 2024, Regular Meeting.

Roll Call Vote: Mr. Peterman - yes; Ms. McSwain - yes; Mr. Hansen - absent; Ms. Allen-yes; Mr. Foster – yes; Mr. Rice – yes; Mr. Barham - absent. Approved 5-0 vote.

Financials

- Ms. Kyera Pope, Controller with the Department of Finance presented the PPIC’s Quarterly Financial Report through June 30, 2024.

Old Business

- **Port of Virginia Update:** There was no report.

- **3920-3930 Burtons Point Road:** Mr. Donahue provided an update on the sale of 3920-3930 Burton's Point Road to Stonemont Financial Group. Stonemont is under contract to purchase the property and is conducting due diligence for a planned 160,000 sq. ft. industrial warehouse. They aim to submit development plans for review and target closing between March and April 2025. Stonemont is also addressing environmental issues with the Department of Environmental Quality and EPA.
- **Sixth Street:** Mr. Donahue provided an update on the Portsmouth Redevelopment & Housing Authority's (PRHA) properties at 0 Sixth St. and 1603 Seventh St. There is a right-of-way that needs to be vacated to consolidate these properties for marketing purposes and the transfer from the PRHA to the PPIC. The application has been submitted to the Planning Department and will go before the Planning Commission in September and City Council in October for approval. This property was purchased with Community Development Block Grant funding so the sales proceeds will be restricted, but the PPIC will be able to recover any of the cost associated with the work.
- **FOIA/COIA Training** - Mrs. Karen Williams stated the commissioners need to complete the required FOIA/COIA training by August 15, 2024. The slide presentations are available online and are required every two years for local government elected/appointed officials.
- **2024 VMA International Trade Symposium: October 8-10** – Mr. Donahue stated that sponsorship opportunities for the 2024 VMA International Trade Symposium were discussed at the PPIC's May 2024 meeting. The Economic Development Department will be sponsoring the event. He advised that if any Commissioners would like to attend, an individual registration can be processed.
- **FY23 Port Host Community Grant – 16 Harper Ave.** – Mr. Donahue stated the FY23 Port Host Community Revitalization Grant funds were disbursed to Crofton Industries for improvements at 16 Harper Ave. and the grant has been closed. The funds assisted Crofton Industries with their expansion and re-building a new bulkhead to accommodate larger vessels and barges. The Economic Development Department is assessing potential FY25 grant applications and those will be due to the Virginia Department of Housing and Community Development in October 2024.

New Business

- There was no New Business.

Closed Meeting

- There was no Closed Meeting.

Items Submitted by Commissioners

- There was no Items Submitted by Commissioners.

Report Backs

- Mr. Donahue introduced Ms. Kyra Sugars, the Economic Development Department's summer intern.

PPIC Meeting

July 23, 2024

Page 3 of 3

Adjourn

- The meeting adjourned at 9:22 a.m.

Respectfully submitted,

Brian Donahue

Secretary

Angelia Allen

Chair