

EDA Meeting  
April 20, 2021

**Economic Development Authority of the City of Portsmouth**

**April 20, 2021**

**Electronic Meeting via GoToMeeting**

**COMMISSIONERS PRESENT:**

Ray A. Smith, Sr. – Chairman  
Malcom Mitchell -Vice Chairman  
Neal J. Barber  
Theresa J. Saunders-Smith  
Barbara B. Smith  
Bette "Cathy" Drewry  
Anthony Brown

**ALSO PRESENT:**

Robert D. Moore - Secretary  
Brian Donahue - Assistant Secretary  
Jeff Miller - Deputy City Attorney  
Kelsey Swieringa - Assistant City Attorney  
Paul Battle - City Councilman  
De'Andre Barnes – Vice-Mayor  
Patti Phillips- Finance Consultant

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Due to the novel coronavirus pandemic, this EDA meeting was held electronically via GoToMeeting pursuant to Ordinance No. 2020-102; each Commissioner attended the meeting electronically.

The Chairman called the meeting to order at 8:00 a.m. The Chairman stated that the meeting was being held electronically, and identified the notices provided to the public to access the meeting.

The minutes from the March 16, 2021 meeting were reviewed.

**ACTION:** On a motion by Mr. Barber and seconded by Ms. Saunders-Smith, the Commissioners approved the minutes from the March 16, 2021 meeting as presented. **Roll Call Vote:** Mr. Barber - yes; Ms. Drewry - yes; Mr. Mitchell - yes; Ms. Saunders-Smith - yes; Ms. Smith - yes; Mr. Smith – yes; Mr. Brown - yes.

Ms. Phillips reviewed the February 2021 financial statements. It was agreed that February 2021 statements would be filed for audit.

Mr. Donahue gave an update on the Local Incentive Program.

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Ms. Osborne presented a Façade Improvement Grant Application in the amount of \$25,000.00 received from BRP Investments II LLC, DBA Blueridge Product Solutions for the property located at 830 Florida Ave.

**ACTION:** On a motion by Mr. Barber and second by Mr. Brown the commissioners approved Façade Improvement Grant Application in the amount of \$25,000.00 received from BRP Investments II LLC, DBA Blueridge Product Solutions for the property located at 830 Florida Ave. **Roll Call Vote:** Mr. Barber - yes; Ms. Drewry – yes; Mr. Mitchell - yes; Ms. Saunders-Smith - yes; Ms. Smith - yes; Mr. Smith – yes; Mr. Brown - yes;

Ms. Osborne presented a Interior Build Out Grant Application in the amount of \$25,000.00 received from BRP Investments II LLC, DBA Blueridge Product Solutions for the property located at 830 Florida Ave.

**ACTION:** On a motion by Ms. Saunders-Smith and second by Mr. Barber the commissioners approved Interior Build Out Grant Application in the amount of \$25,000.00 received from BRP Investments II LLC, DBA Blueridge Product Solutions for the property located at 830 Florida Ave. **Roll Call Vote:** Mr. Barber - yes; Ms. Drewry – yes; Mr. Mitchell - yes; Ms. Saunders-Smith - yes; Ms. Smith - yes; Mr. Smith – yes; Mr. Brown - yes.

Ms. Drewry gave a review for the FY22 Budget.

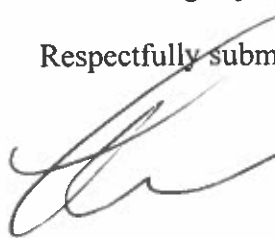
Ms. Saunders- Smith from the Business Development Committee, updated the board on research for minority businesses in Portsmouth. She suggested, Equity Manager, Local Community Financial Institutions, Workforce Training and Awards of contracts to minority-owned businesses.

Mr. Mitchell suggest to the board to meet with additional members of council if possible.

Mr. Moore updated the board on the Grand Opening of Portsmouth@Work on May 14, 2021

The meeting adjourned at 9:50 a.m.

Respectfully submitted,



Robert D. Moore, Secretary