

Economic Development Authority of the City of Portsmouth

October 25, 2017

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
Junius L. Thompson – Vice Chairman
Aaron J. Kelley – Treasurer
Miriam J. Jiggetts
Tracy Link (arrived at 8:12 a.m.)
Cathy Revell
Don L. Scott (arrived at 8:17 a.m.)

ALSO PRESENT: Solomon H. Ashby, Jr. – City Attorney
Jeffrey S. Miller – Assistant City Attorney
Dr. L. Pettis Patton – City Manager
Robert D. Moore – Assistant Secretary
Paige D. Cherry – Vice Mayor
Elizabeth M. Psimas - Councilwoman
Alice Kelly – CFO
Lisa Blackford – Finance
Alisa Winston – PRHA
Bob Baldwin – Planning Director
Brian Swets – Planning Department

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

ACTION: On a motion by Ms. Jiggetts and seconded by Ms. Revell, the Commissioners approved the minutes from the September 19, 2017 meeting. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – abstained, did not attend the meeting; Ms. Link – absent; Ms. Revell – yes; Mr. Scott – absent; Mr. Thompson – yes.

The minutes from the September 25, 2017 joint meeting with City Council were reviewed.

ACTION: On a motion by Ms. Revell and seconded by Mr. Kelley, the Commissioners approved the minutes from the September 25, 2017 joint meeting with City Council. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – yes; Ms. Link – absent; Ms. Revell – yes; Mr. Scott – absent; Mr. Thompson – yes.

Ms. Blackford reviewed the September 2017 Financial Statements.

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

Ms. Blackford distributed copies of the current audit report submitted by Cherry Bekaert. Cherry Bekaert will attend the December EDA meeting to give a full report on the audit. The Commissioners were asked to review the report and note any questions they may have.

Ms. Revell reported that she and Ms. Link have met twice with staff concerning the Local Incentives Plan. The ad hoc committee will hold a third meeting and intends to report its recommendations to the board in December. Ms. Revell asked the Commissioners to contact the ad hoc committee with any ideas about enhancing the program.

Mr. Moore gave a brief update on EDA-owned property located at 1021 High Street. Staff is working with Inspections and the City Engineer to formulate a timeline for the possible removal of the structure in order to determine whether it's appropriate to incur the expense of having the building painted. The hope is to have more information at the next EDA meeting.

Mr. Moore reported that the November EDA meeting is scheduled for the Tuesday before Thanksgiving. Most Commissioners will be available so the meeting will remain as such.

Mr. Moore reported that the Portsmouth Port and Industrial Commission (PPIC) broached the subject of a joint meeting with the EDA for December 19, 2017, which is the regular meeting date for the EDA. It was agreed that a joint meeting would be a good idea.

Mr. Swets presented an update on the progress of the Build One Portsmouth comprehensive plan.

ACTION: At 8:30 a.m., on a motion by Mr. Thompson and seconded by Mr. Kelley, 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 purpose of discussing acquisition and disposition of publicly held real property interests where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body (Northeast corner of Washington Street and Court Street) (3). **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – yes; Mr. Link – yes; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – yes.

Vice Mayor Cherry and Councilwoman Psimas attended the Closed Meeting.

ACTION: At 9:00 a.m., on a motion by Mr. Thompson and seconded by Mr. Kelley, 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 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 – yes; Ms. Link – yes; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – yes.

Ms. Link discussed the Chamber of Commerce's inter-regional visit to Nashville which will take place November 28-30, 2017.

Mr. Hinds requested that staff investigate the dates and dollar amounts of past grants made to PortsEvents.

Mr. Thompson indicated that he looks forward to brainstorming as a board to widen the consideration of what Portsmouth can be in the near future.

Mr. Kelley asked about the projected timeline for the replacement of the Churchland Bridge. Dr. Patton reported that VDOT has completed and approved the design work and the funding is in place.

Ms. Jiggetts requested that the detour signage around the road work at Frederick and Turnpike be addressed to be less confusing for the citizens.

Ms. Jiggetts suggested that once a LIP project is complete a joint press release should be sent to the media. This would ensure that the community would know that that EDA is helping businesses in a very visible way.

Mr. Moore proposed planning a retreat for the EDA early in 2018.

With no other business before the Board the meeting was adjourned at 9:25 a.m.

Respectfully submitted,



Robert D. Moore
Assistant Secretary