

THE PORTSMOUTH PORT & INDUSTRIAL COMMISSION

October 25, 2022
9:00am

AGENDA

- Welcome & Call to Order (A. Allen)
- Roll Call (B. Donahue)
- MINUTES
 - September 27, 2022 Regular Meeting (A. Allen) (Vote)
- FINANCIALS
 - Financial Report - September 2022 (F. Berisha, P. Phillips)
- OLD BUSINESS
 - Port of Virginia Update (VPA Representative)
 - 2022 VMA International Trade Symposium (B. Donahue)
 - Virginia Institute of Economic Development (B. Parr)
- NEW BUSINESS
 - CYA Revenue Bond (J. Miller) (Vote)
 - Grant Letter of Support (B. Donahue)
- CLOSED MEETING (If needed)
- OPEN MEETING
- Items Submitted by Commissioners
- Report Backs
- ADJOURN

Comments to the PPIC board about this meeting may be submitted to porteco@portsmouthva.gov by 3pm, Monday, October 24, 2022. A recording will be posted on the PPIC webpage and YouTube post-meeting.

Notice of access and participation in this public meeting was posted on the PPIC and City of Portsmouth websites.

PPIC Meeting
September 27, 2022

The Portsmouth Port and Industrial Commission

September 27, 2022

COMMISSIONERS PRESENT:

Arnette McSwain
Bracey Parr
Sarah Rogers Garner, Vice Chairman
Andre Williams
Roniqua Jackson
Angelia Allen, Chairman

ALSO PRESENT:

Brian Donahue – Secretary
Pam Croom – Assistant Secretary
Lavonda Graham-Williams – City Attorney
Jeff Miller – Deputy City Attorney
Kelsey Swieringa – Assistant City Attorney
Tonya Chapman – City Manager
Kyera Pope – Finance
Chris Gullickson – Port of Virginia
Bill Moody – City Council Liaison

ABSENT:

Amira Bethea, Treasurer

Welcome & Call to Order

- The Chairman called the meeting to order at 9:05 a.m.

Roll Call

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

Minutes

- The minutes from the August 23, 2022, Regular Minutes were reviewed.
Action: On a motion by Ms. McSwain and seconded by Mr. Parr, the Commissioners approved the minutes from the August 23, 2022 Regular Meeting as presented.
Roll Call Vote: Ms. Allen - yes; Ms. Bethea - absent; Ms. McSwain - yes; Mr. Parr - yes; Ms. Rogers Garner - yes; Mr. Williams - yes

Financials

- Ms. Pope reviewed the Financial Statement for August 2022 and the Statement of Net Position for cash at BOA was reviewed. Mr. Parr inquired about the Accounts Receivable line item and Ms. Pope and Mr. Donahue advised that the Accounts Receivable number reflected pass-through grants.

Old Business

- Port of Virginia Update - Mr. Chris Gullickson from the Port of Virginia provided an update on the Port's performance stating that it has been another record year at the Port of Virginia, with consistent growth for the Port year over year. Mr. Gullickson provided an update on Portsmouth Marine Terminal improvements in support of Offshore Wind. Mr. Moody inquired if the double-digit growth is resulting in more jobs. Mr. Gullickson said that the Warehousing and Transportation sectors are seeing increased wage rates and jobs.
- PPIC Incentive Program - Mr. Donahue updated the board on the PPIC's Job Creation Grant Program guidelines and application materials and planned October launch date, and requested PPIC approval of the program. Ms. Allen, Chair, thanked staff for coming together to work on the application and the program.
Action: On a motion by Ms. Rogers-Garner and seconded by Mr. Parr, the Commissioners approved the Job Creation Grant Program guidelines and application.
Roll Call Vote: Ms. Allen - yes; Ms. Bethea - absent; Ms. McSwain - yes; Mr. Parr - yes; Ms. Rogers Garner - yes; Mr. Williams - yes; Ms. Jackson - yes.
- FY23 Post Host Community Revitalization Fund Grant – Mr. Donahue updated the PPIC on the status of the Port Host Communities Grant application which was approved at the August 23 PPIC meeting and City Council's September 13 meeting. The application will be uploaded and submitted to the state by end of September. Thereafter, it will take 90 to 120 days from submission to hear back from the state on award status.
- VMA International Trade Symposium Sponsorship – Mr. Donahue reviewed the Virginia Maritime Mixer sponsorship with the board and went over event details.
- Mr. Parr updated the PPIC on the status of grant opportunities for the STARBASE Victory Program. He stated there has been a leadership change at STARBASE and they would like to review grant funding again in the first quarter of next year and look at opportunities for supporting summer camp activities.

New Business

- There were no New Business items discussed.

Closed Meeting

Action: At 9:28 a.m., on a motion by Ms. Rogers-Garner 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 disposition of real property where discussion in an

open meeting 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 - absent; Ms. McSwain - yes; Mr. Parr - yes; Ms. Rogers Garner - yes; Mr. Williams - yes; Ms. Jackson - yes.

Action: At 9:46 a.m., on a motion by Ms. Rogers-Garner and seconded by Mr. Williams, each Commissioner certified that, to the best of his or her knowledge:(i)only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, 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 just concluded.

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

Open Meeting

Action: On a motion by Ms. Jackson and seconded by Ms. McSwain, the Commissioners approved adding an agenda item for a Purchase and Sale Agreement for 3920 Burtons Point Road.

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

A Resolution for authorizing the execution of a Purchase and Sale Agreement for 3920 Burtons Point Road was presented by Mr. Jeff Miller.

RESOLUTION (3920 Burtons Point Road) (Purchase and Sale Agreement)

WHEREAS, AMP United, LLC (“Developer”) has proposed to develop office/light industrial facilities (the “Development”) at 3920 Burtons Point Road (the “Property”); and

WHEREAS, PPIC intends to enter into a Purchase and Sale Agreement with Developer (the “Agreement”) pursuant to which the Developer will purchase the Property for \$486,220 (the “Purchase Price”) and construct the Development on the Property; and

WHEREAS, the Development will benefit Portsmouth and its citizens by increasing the tax base and providing employment opportunities;

NOW, THEREFORE, it is hereby RESOLVED that:

1. The Chair and Vice Chair are each authorized to execute the Agreement on behalf of PPIC.
2. The Chair, Vice Chair, and Secretary of PPIC and their designees are each hereby authorized to take such further actions and execute such further applications, documents and instruments (including without limitation a Deed conveying the Property and related closing documents) as may be necessary or desirable in furtherance of the conveyance and development of the Property in accordance with the Agreement, as the same may be amended from time to time; provided however, that any subsequent amendment to the Agreement materially affecting the Purchase Price shall be subject to the prior authorization of the Board of Commissioners.
3. This Resolution shall be effective immediately upon its adoption.

Action: On a motion by Ms. Rogers-Garner and seconded by Ms. Jackson, the Commissioners approved the Resolution for 3920 Burtons Point Road.

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

Items submitted by Commissioners

- Mr. Parr requested that a Letter of Support be provided to City Engineer James Wright for a grant application to be submitted in October.
- Mr. Parr suggested planning a joint PPIC and EDA retreat for calendar year 2023.

Report Backs

Mr. Donahue reported that the Virginia Institute for Economic Development (VIED) is providing a training for Economic Development practitioners, boards and commissions members in the month of October. He will email information to commissioners for those interested in attending. Ms. Jackson asked whether there would be a limited number of seats. Mr. Donahue advised that he was not aware of any limitation that would affect the Board.

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Adjourn

The meeting adjourned at 9:54 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Brian Donahue", with a horizontal line extending from the end of the name.

Brian Donahue
Secretary

Angelia Allen
Chair