

# Economic Development Authority of the City of Portsmouth

April 17, 2018

6<sup>th</sup> Floor Conference Room, City Hall  
801 Crawford Street, Portsmouth, VA

The Chairman called the meeting to order at 8:20 a.m.

**COMMISSIONERS PRESENT:**

Anthony W. Hinds – Chairman  
Miriam J. Jiggetts  
Tracy Link  
Cathy Revell (arrived at 8:25 a.m.)  
Don L. Scott

**ALSO PRESENT:**

Robert D. Moore – Secretary  
Solomon H. Ashby – City Attorney  
Jeffrey S. Miller – Assistant City Attorney  
Dr. L. Patton – City Manager  
Elizabeth M. Psimas – Vice Mayor  
Ray A. Smith, Sr. – City Councilman  
Lisa Blackford – Finance  
Alisa Winston – PRHA  
Meg Pittenger – Stormwater Management

**ABSENT:**

Junius L. Thompson – Vice Chairman  
Aaron J. Kelley – Treasurer

**GUESTS:**

David Bickford – Divaris Real Estate  
Jim Bickford – Midlandic Builders  
Greg Knapp – Ryan Homes  
Eric Shirey – Ryan Homes  
Whit Hill – The Miller Group  
Laurie Miller – The Miller Group

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The minutes from the March 20, 2018 meeting were reviewed. Mr. Hinds indicated that Ms. Link was listed as having attended the meeting, however she was in fact absent.

**ACTION:** On a motion by Ms. Link and seconded by Mr. Scott, the Commissioners approved the minutes from the March 20, 2018 meeting upon correction of Ms. Link's absence. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – absent; Ms. Link – yes; Ms. Revell – absent; Mr. Scott – yes; Mr. Thompson – absent.

Ms. Blackford reviewed the March 2018 Financial Statements.

**ACTION:** On a motion by Ms. Link and seconded by Mr. Scott, the Commissioners approved the March 2018 Financial Statements as presented. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – absent; Ms. Link – yes; Ms. Revell – absent; Mr. Scott – yes; Mr. Thompson – absent.

Mr. Moore presented the Portsmouth Department of Economic Development’s new website: AccessPortsmouthVA.com, which creates a re-branding of the department.

Ms. Meg Pittenger, from the City’s Planning Department, gave an overview of the City’s Flood Ordinance.

The Commissioners discussed the possibility of adding some type of Flood Abatement component to the Local Incentives Program (LIP). They agreed that it would be helpful to have a member of, or staff representative to, the Downtown Design Review Committee attend a future EDA meeting to gather more information to decide how the LIP may help property owners.

Mr. Moore gave an update on the EDA-owned properties that Divaris Commercial Real Estate has listed for sale. Of the eight (8) properties listed, seven (7) are either under contract, pending contracts, or Divaris is in discussions with prospect buyers.

Mr. Hinds requested that Divaris provide a detailed report on each property.

Mr. Hinds reminded the Commissioners that the Annual Meeting will take place in June and that a new slate of officers will need to be voted on at that time. Commissioners Scott and Revell agreed to sit on the ad hoc nominating committee.

Ms. Link expressed her delight in how well the State of the City event turned out. She thanked everyone that was able to attend.

**ACTION:** At 9:02 a.m., on a motion by Ms. Link and seconded by Mr. Scott, the Authority entered into a Closed Meeting, WHEREAS, the Virginia Freedom of Information Act provides that the Board of Commissioners may hold closed meetings for certain purposes set forth in Paragraph 2.2-3711(A) of the Code of Virginia of 1950, as amended (“Code”); and WHEREAS, in compliance with the requirements of the Code the topics to be discussed are set forth below, and the sub-paragraphs of Paragraph 2.2-3711(A) 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 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 (700 Crawford Street, 409 McLean Street) [3]; and for the purpose of 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 (office space) [6]. **Roll Call Vote:** Mr.

Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – absent; Ms. Link –yes; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

**ACTION:** At 11:10 a.m., on a motion by Ms. Link 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, be included in the Authority’s minutes of this meeting, 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 (Act); NOW, THEREFORE, BE IT HEREBY RESOLVED 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 – absent; Ms. Link –yes; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

**ACTION:** A motion by Ms. Revell and seconded by Mr. Scott affirmed the addition of ‘An Office Space Reimbursement’ to the agenda.

**ACTION:** On a motion by Ms. Link and seconded by Ms. Revell, the Commissioners approved a reimbursement to the City of Portsmouth, not to exceed \$50,000.00, for newly leased space located at 200 High Street to which the Department of Economic Development will move on June 30, 2018. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – abstain; Mr. Kelley – absent; Ms. Link –yes; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

Ms. Jiggetts reviewed the Proposed FY2019 budget that incorporated changes that were discussed at the March 20, 2018 meeting.

**ACTION:** On a motion by Ms. Jiggetts and seconded by Ms. Link, the Commissioners approved the Proposed FY2019 Budget as presented. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – absent; Ms. Link –yes; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

With no other business before the Board the meeting was adjourned at 11:22 a.m.

Respectfully submitted,



Robert D. Moore  
Secretary