

The Portsmouth Port and Industrial Commission

December 21, 2022

COMMISSIONERS PRESENT:

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

ALSO PRESENT:

Brian Donahue – Secretary
Jeff Miller – Deputy City Attorney
Kelsey Swieringa – Assistant City Attorney
Kyera Pope – Finance
Tonya Chapman – City Manager
Bill Moody – City Council Liaison
Mark Hugel – City Council Member-Elect

ABSENT:

Amira Bethea
Sarah Rogers-Garner

Welcome & Call to Order

- The Chairman called the meeting to order at 9:04 a.m.

Roll Call

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

Minutes

- The minutes from the October 25, 2022, Regular Minutes were reviewed.

Action: On a motion by Mr. Parr and seconded by Ms. Jackson, the Commissioners approved the minutes from the October 25, 2022 Regular Meeting as presented.

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

Financials

- The draft FY22 Audit was presented by Patti Phillips and the CliftonLarsonAllen (CLA) audit firm. Mr. Greg Bussink and Ms. Aires Coleman of CLA reviewed the draft audit with the Board. The financial statements have been adjusted to reflect prior year liabilities. There were no findings reported. Mr. Bussink advised that the Audit was scheduled for completion by December 31, 2022, in accordance with financial requirements.

Old Business

- Mr. Donahue provided a report from Mr. Thomas Cross of the Port of Virginia. Mr. Cross reported that as a result of economic conditions volumes have recently decreased at the Port of Virginia. Portsmouth Marine Terminal improvements are underway and progressing with construction of offshore wind upgrades at approximately 15% completion with project completion scheduled for 2025. Mr. Cross reported that the optimization improvements at the Norfolk International Terminal are anticipated to begin in the first half of 2023.
- FY23 Post Host Community Revitalization Fund Grant – Mr. Donahue updated the Board on the status of the three Port Host Community Grants that have been received for the years FY20-22. The FY23 grant application is currently in review with the Virginia Department of Housing and Community Development. Staff anticipates that notifications of FY23 grant award will be announced in the first quarter of 2023. Mr. Parr asked how the Grant disbursements and awards were reflected in the Audit report. Ms. Phillips advised that no disbursements had yet been made.

New Business

- There was no new business.

Closed Meeting

Action: At 9:26 a.m., on a motion by Mr. Parr and second by Ms. Jackson, the Commission entered into a closed meeting pursuant to Virginia Code Subsection 2.2-3711 A.3 for the purpose of discussing the acquisition or 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 the disposition of 3920 and 3930 Burtons Point Road and the acquisition of 0 Sixth Street and 1603 Seventh Street.

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

Action: At 9:41 a.m., on a motion by Mr. Williams and seconded by Ms. McSwain, 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 - absent; Mr. Williams - yes.

Open Meeting

Items submitted by Commissioners

- There were no items submitted by Commissioners.

Report Backs

- Mr. Donahue provided the Board with an update on the success of the 2022 Business Appreciation Reception; stating that there were over 120 attendees. He expressed his appreciation that the PPIC assisted in the event by sponsorship as well as attendance. Ms. Allen recognized that the City Manager was in attendance as well as Mr. Hugel and a few other members of Council and the Board.
- Mr. Donahue reminded the Board that the FY23 financial disclosure statements will be sent out no later than December 30th for completion and must be returned to the City Clerk by February 1, 2023.
- Mr. Donahue shared that the Economic Development Department achieved over \$112 million in new capital investment in 2022, making it the fifth consecutive nine-digit year of investment activity in the City of Portsmouth and thanked the PPIC for its support and contributions.
- Ms. Allen congratulated Councilman Moody and Councilman-elect Hugel on their recent election to City Council. Ms. Allen recognized and congratulated Mr. Donahue for becoming the permanent Economic Director. Mr. Allen thanked Mr. Williams for his time served as PPIC Commissioner.
- Ms. Jackson stated that her first couple of months with PPIC Board have been great and she is learning a lot and thanked everyone and is looking forward to learning more.

Adjourn

The meeting adjourned at 9:46 a.m.

Respectfully submitted,



Brian Donahue
Secretary

Angelia Allen
Chair