

# Economic Development Authority of the City of Portsmouth

March 20, 2018

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

The Chairman called the meeting to order at 8:09 a.m.

**COMMISSIONERS PRESENT:**

Anthony W. Hinds – Chairman  
Miriam J. Jiggetts  
Tracy Link  
Cathy Revell  
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  
Lisa Blackford – Finance  
Anne Seward – Interim CFO  
Alisa Winston – PRHA  
Mario L. Camardella – Business Development Manager

**ABSENT:**

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

**GUESTS:**

Don Comer – Ports Events  
Kareem Abdus-Salaam – 1541 High Street Partners, LLC  
Ralph Byrd – 1541 High Street Partners, LLC  
Greg Page – 1541 High Street Partners, LLC  
Barbara Willis – H. R. Community Health Center  
Jack Claud – Hoggard-Eure Associates

---

The Chairman called the meeting to order at 8:09 a.m.

The minutes from the February 23, 2018 meeting were reviewed.

**ACTION:** On a motion by Ms. Revell and seconded by Ms. Jiggetts, the Commissioners approved the minutes from the February 23, 2018 meeting. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – absent; Ms. Link – absent; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

The minutes from the March 10, 2018 joint retreat with the Portsmouth City Council were reviewed.

**ACTION:** On a motion by Mr. Scott and seconded by Ms. Revell, the Commissioners approved the minutes from the March 10, 2018 joint retreat with the Portsmouth City Council. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – absent; Ms. Link – absent; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

Mr. Hinds gave a brief overview of the EDA retreat which took place on Friday, February 23, 2018.

Dr. Patton introduced Ms. Anne Seward, the City's interim CFO.

Mr. Hinds indicated that items on the agenda, which should be dated March 20, 2018 and not March 27, 2018, will be rearranged; Motion by Ms. Revell, seconded by Mr. Scott.

**ACTION:** At 8:17 a.m., on a motion by Mr. Hinds 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 consultation with legal counsel pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body (The Commons at Portsmouth Center) [7]; 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 (1500 block of High 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 – absent; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

**ACTION:** at 9:38 a.m., on a motion by Mr. Scott 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, 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 – absent; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

Mr. Hinds indicated that an additional agenda modification was required; Motion by Mr. Scott, seconded by Ms. Jiggetts.

Mr. Don Comer, from Ports Events, gave an overview of the Ports Events organization and the events they support in downtown Portsmouth. He requested that the EDA commit to funding Ports Events in the amount of \$10,000.00; \$5,000.00 to be paid in FY2019 and \$5,000.00 to be paid in FY2020. If the full \$10,000.00 was to be paid in FY2019, the organization would not approach the EDA for additional support in FY2020.

**ACTION:** On a motion by Mr. Scott and seconded by Ms. Revell, the Commissioners approved funding Ports Events with a \$5,000.00 grant in FY2019 and a \$5,000.00 grant in FY2020. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – no; Mr. Kelley – absent; Ms. Link – absent; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

Ms. Jiggetts voice concern with locking in the funds for FY2020.

**ACTION:** A motion by Mr. Scott to amend the agenda was affirmed by consensus.

**ACTION:** On a motion by Mr. Scott and seconded by Ms. Jiggetts, the Commissioners approved a motion authorizing the Chairman to sign a Purchase and Sale Agreement with 1541 High Street Partners, LLC, for use as a community health Center. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – absent; Ms. Link – absent; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

Ms. Blackford reviewed the February 2018 Financial Statements.

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

Mr. Moore reminded the Commissioners that the Portsmouth State of the City Address is scheduled for Friday, April 6, 2018 at the Renaissance Hotel. The EDA has purchased a table, which will have 10 seats. The Commissioners were asked to recommend businesses they would like to invite to the event and to RSVP their own attendance.

Mr. Moore extended an invitation from the Portsmouth Port & Industrial Commission to attend their March 27, 2018 meeting to hear a presentation from Mr. Joe Hines with the Timmons Group out of Richmond.

**ACTION:** On a motion by Ms. Revell and seconded by Mr. Scott, the Commissioners approved a motion to formalize the action taken at the February 23, 2018 EDA retreat concerning the Local Incentives Program, contingent on the development of new maps with the program area extended and the guidelines updated as necessary, and authorizing Staff to accept applications accordingly. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – absent; Ms. Link – absent; Ms. Revell – yes; Mr. Scott – yes; Mr. Thompson – absent.

Ms. Jiggetts reviewed the line items that reflect significant increases in the Proposed FY2019 EDA Budget. \$150,000.00 for Sale of Land, this reflects 710 Lincoln & 3215 Academy; \$52,000.00 for Business Development; \$20,000.00 for Economic Development Grants, which includes Ports Events and historic square markers; \$100,000.00 for Contractual Legal; Grounds Maintenance Expenses are expected to double due to anticipation of receiving properties from PRHA; City Stormwater Fees are due to increase by 5%.

Mr. Hinds recalled Mr. Kelley requesting \$75,000.00 to complete the Square Markers project.

Ms. Jiggetts agreed to increasing Economic Development Grants to \$35,000.00; \$25,000.00 for the Square Markers and \$10,000.00 for Ports Events.

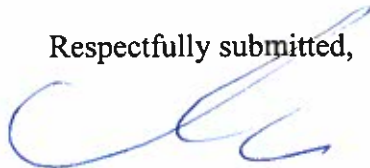
The property located at 1541 High Street will be added to the Properties Held for Resale list.

The Local Incentives Program will remain at \$300,000.00.

Ms. Jiggetts requested that the Proposed FY2019 Budget be updated with these recommended changes and sent to the Commissioners for further review. The Commissioners were asked to address any further questions to the ad hoc committee and be prepared to vote on the budget at the April 17, 2018 meeting.

With no other business before the Board the meeting was adjourned at 10:22 a.m.

Respectfully submitted,



Robert D. Moore  
Secretary