

EDA Meeting  
March 15, 2022

**Economic Development Authority of the City of Portsmouth**  
**March 15, 2022**  
**9:00 AM**

**COMMISSIONERS PRESENT:** Ray A. Smith, Sr. - Chairman  
Malcom Mitchell - Vice Chairman  
Bette "Cathy" Drewry  
Barbara Smith  
Theresa J. Saunders-Smith  
Neal J. Barber  
Anthony Brown

**ALSO PRESENT:** Brian Donahue - Secretary  
Pam Croom – Assistant Secretary  
Jeff Miller – Deputy City Attorney  
Kelsey Swieringa - Assistant City Attorney  
Angel Jones – City Manger  
Flora Berisha – Assistant CFO  
Patti Philips - Finance  
Paul Battle – Councilman  
Alisa Winston - PRHA

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**Welcome & Call to Order**

- The Chairman called the meeting to order at 9:01 a.m.

**Roll Call**

- Mr. Donahue called the roll. There was a quorum.

**Minutes**

- The minutes from the February 15, 2021, Regular Meeting were reviewed.

**ACTION:** On a motion by Ms. Saunders-Smith and seconded by Mr. Barber, the Commissioners approved the minutes from the February 15, 2022, Regular Meeting as presented. **Roll Call Vote:** Mr. Barber - yes; Ms. Drewry - late; Mr. Mitchell - yes; Ms. Saunders-Smith - yes; Ms. Smith - late; Mr. Smith - yes; Mr. Brown - yes.

**Financials**

- Patti Philips reviewed the February 2022 financial statements. It was agreed that February 2022 statements would be filed for audit.

**Old Business**

- Mr. Smith updated the board on the Joint EDA/City Council Meeting on April 26, 2022 at 5 p.m.
- Mr. Smith advised the board that he and Mr. Donahue had met with PRHA. At this time there is no need to have them come to a regular meeting.
- Mr. Smith and Mr. Donahue are coordinating with the Planning Department to have Mr. Bob Baldwin come to speak to the board.
- Mr. Donahue updated the board on the progress of the Rivers Casino.
- Mr. Donahue advised the board of the closing for the casino and that monies from the sale will be used to pay off EDA outstanding debt.

**New Business**

**Business Investment Grant Applications**

- Mr. Donahue reviewed the three Grant Programs with the board.
- Real Property Investment Grant has 5 applications approved and 10 more in review.
- Smart Start Business Development Grant has no approved applications, but 5 are in process.
- Smart Start Acceleration Business Development Grant has 4 applications approved and 5 more in review.
  
- Jacquelyn Craft presented the Real Property Grant Application for 603 Hansen Avenue for the maximum amount of \$25,000.00.

**ACTION:** On a motion by Mr. Barber and seconded by Ms. Drewry, the Commissioners approved the Real Property Investment Grant Application for Cox-Ford Enterprises Toddler Time CDC at 603 Hansen Avenue for \$25,000.00 as presented. **Roll Call Vote:** Mr. Barber - yes; Ms. Drewry - yes; Mr. Mitchell - yes; Ms. Saunders-Smith - yes; Ms. Smith - yes; Mr. Smith - yes; Mr. Brown - yes.

- Jacquelyn Craft presented the Real Property Grant Application for 3421 Portsmouth Blvd. for the maximum amount of \$15,000.00.

**ACTION:** On a motion by Mr. Barber and seconded by Ms. Smith, the Commissioners approved the Real Property Investment Grant Application for IMPACT at 3421 Portsmouth Blvd. for \$15,000.00 as presented. **Roll Call Vote:** Mr. Barber - yes; Ms. Drewry - yes; Mr. Mitchell - no; Ms. Saunders-Smith - yes; Ms. Smith - yes; Mr. Smith - yes; Mr. Brown - yes.

- Jenny Osborne presented the Real Property Grant Application for 600 Court St. for the maximum amount of \$25,000.00.

**ACTION:** On a motion by Mr. Brown and seconded by Mr. Barber, the Commissioners approved the Real Property Investment Grant Application for Privilege Premier Restaurant at 600 Court St. for \$25,000.00 as presented. **Roll Call Vote:** Mr. Barber - yes; Ms. Drewry - yes; Mr. Mitchell - yes; Ms. Saunders-Smith - yes; Ms. Smith - yes; Mr. Smith - yes; Mr. Brown - yes.

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**Closed Meeting**

**ACTION:** At 9:50 a.m. Mr. Mitchell, seconded by Ms. Drewry, moved to go into a closed meeting pursuant to (A) 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 strategic acquisition areas; and (B) Virginia Code Subsection 2.2-3711 A.6 for the purpose of discussing 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, specifically regarding 3315 High Street **Roll Call Vote:** Mr. Barber yes; Ms. Drewry – yes; Mr. Mitchell - yes; Ms. Saunders-Smith - yes; Ms. Smith - absent; Mr. Smith – yes; Mr. Brown yes.

**ACTION:** At 11:10 a.m. on a motion by Ms. Drewry and seconded by Ms. Saunders-Smith, the Authority I hereby move that each Commissioner certify 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:** Mr. Barber - yes; Ms. Drewry – yes; Mr. Mitchell - yes; Ms. Saunders-Smith - yes; Ms. Smith -yes; Mr. Smith – yes; Mr. Brown yes.

**Open Meeting**

Mr. Donahue advised the board the need to add 3315 High Street resolution to the agenda.

**ACTION:** On a motion by Mr. Brown and seconded by Ms. Saunders-Smith, the Commissioners approved to add the resolution for 3315 High Street to the agenda. **Roll Call Vote:** Mr. Barber - yes; Ms. Drewry - yes; Mr. Mitchell - yes; Ms. Saunders-Smith - yes; Ms. Smith - yes; Mr. Smith – yes; Mr. Brown - yes.

**RESOLUTION  
(3315 High Street)  
(Development Grant Amendment)**

WHEREAS, by Resolution adopted on August 17, 2021 the Board approved a development grant to \_\_\_\_\_ (the “Developer”) for the rehabilitation of 3315 High Street; and

WHEREAS, in accordance with the Resolution, the Authority entered into an Economic Development Grant Incentive Agreement with Developer (the “Agreement”); and

WHEREAS, the Developer has requested, and the Board has agreed, to amend the Agreement to provide for the disbursement of the grant funds subject only to Developer’s submittal of documentation that the costs to be reimbursed have been incurred; and

NOW, THEREFORE, it is hereby RESOLVED that:

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1. The Board hereby authorizes the amendment of the Agreement in accordance with the intent of this Resolution.
2. The Chair and Vice Chair are each authorized to execute the amendment.
3. The Chair, Vice Chair, and Secretary, and their designees, are each authorized to take such further actions as are necessary or desirable in their sole discretion in furtherance of the purposes of this Resolution.
4. This Resolution shall be effective immediately upon its adoption.

**ACTION:** On a motion by Ms. Saunders-Smith and seconded by Mr. Brown, the Commissioners approved the resolution for 3315 High Street. **Roll Call Vote:** Mr. Barber - yes; Ms. Drewry - yes; Mr. Mitchell - yes; Ms. Saunders-Smith - yes; Ms. Smith - yes; Mr. Smith - yes; Mr. Brown - yes.

**Items submitted by Commissioners:**

Mr. Barber asked for an update on the Frito Lay Property. Mr. Donahue informed the board that they are working on outfitting the building but do not have a date for operation yet.

Mr. Barber asked for an update on the former Cogentrix site. Mr. Donahue informed the board that a distribution and logistics firm based in California called UNIS is partnering with Industrial Realty Group and intends to open a transloading facility. This is one of many facilities they have throughout the country.

Ms. Saunders-Smith would like notice of ribbon cutting ceremonies sent to the board.

Ms. Saunders-Smith asked to have guest speakers from the Visitors Bureau come to a future meeting.

Mr. Donahue ask for the board to send all request for speakers and topics to Mr. Mitchell and he will compile a list and send to staff.

Ms. Drewry would like the EDA to look at a property on Cedar Lane that is for sale as a possible acquisition.

Mr. Brown talked about the procedure for solicited and unsolicited development proposals, and suggested the use of formal solicitation processes for major developments so as to attract national developers.

Mr. Mitchell discussed the Holiday Inn Property and EDA's role.

Mr. Mitchell would like to have a meeting to discuss how the EDA will use the money from the sale of property to Rivers Casino.

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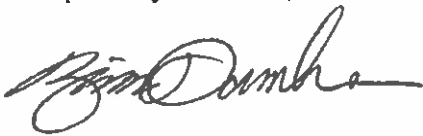
**Report Backs:**

Mr. Donahue updated the board on procurement items and the City's new Purchasing Officer, Ms. Gloria Taylor.

Mr. Donahue informed the board of the Business Incentive Workshop on March 31, 2022, 9-11 a.m.

**Adjourn:** The meeting adjourned at 11:32 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Briar Donahue".

Briar Donahue, Secretary

A handwritten signature in blue ink, appearing to read "Ray Smith".

Ray Smith, Chair