

**Economic Development Authority of the City of Portsmouth
March 21, 2023
9:00 AM**

COMMISSIONERS PRESENT: Malcom Mitchell – Chairman
Neal J. Barber -Vice Chairman
Anthony Brown
Cathy Drewry – Treasurer
Theresa J. Saunders-Smith
LaToya Boone (Arrived at 9:09)
Barbara Smith (Arrived at 9:07)

ALSO PRESENT: Brian Donahue - Secretary
Jeff Miller – Deputy City Attorney
Kelsey Swieringa - Assistant City Attorney
Vernon Tillage-Councilman
William Moody-Councilman
Jocelyn Adumuah – Interim Planning Director

ABSENT: Flora Berisha – Finance
Kyera Pope-Finance
Mimi Terry – Interim City Manager
Alisa Winston – PRHA

Welcome & Call to Order

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

Roll Call

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

Minutes

- The minutes from the February 21, 2023, Regular Meeting were presented and adopted.
ACTION: On a motion by Mr. Brown and seconded by Mr. Barber, the Commissioners approved the minutes from February 21, 2023, Regular Meeting as presented.
Roll Call Vote: Mr. Barber - yes; Ms. Drewry - yes; Mr. Mitchell - yes; Mrs. Saunders-Smith yes; Mrs. Smith – absent; Ms. Boone – absent; Mr. Brown - yes. Approved 5-0 vote

Old Business

- **FY22 Business Investment Grant Program Update:** Mr. Donahue provided the Board with an update on the total amount of grants awarded in FY22 at \$332,919 and the MWBE participation rate of 92%.
- **FY23 Real Property Investment Grant Extension:** The FY23 Real Property Investment Grant Extension for Privilege Premier Restaurant and Sports Lounge was removed from the agenda. Mr. Donahue stated that the owner of Privilege Premier has submitted all documentation required to close out their grant application. Chairman Mitchell inquired if Privilege Premier has announced an opening date. Mr. Donahue advised that a date has not been announced and that the Economic Development Department will work to assist the business with coordinating a ribbon cutting event once a date is determined.

New Business

- **FY23 Business Investment Grant Program Update:** Mr. Donahue provided the Commissioners with an update on the total amount of grant applications awarded to date in Fiscal Year 2023 which totals 29. Mr. Donahue reviewed the funding and stated that Economic Development Department is working to distribute funds and stated that whatever is not disbursed will be available for the program next year. Mr. Donahue informed the Board that the next and final program round for Fiscal Year 2023 will open April 1-30.

Closed Meeting

ACTION: At 9:15 a.m. on a motion by Mr. Barber and seconded by Mr. Brown, the EDA moved to go 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 strategic acquisitions and the disposition of 1021 and 1107 High Street and 3115 Airline Boulevard.

Roll Call Vote: Mr. Barber - yes; Ms. Drewry - yes; Mr. Mitchell - yes; Mrs. Saunders-Smith yes; Mrs. Smith – yes; Ms. Boone – yes; Mr. Brown - yes. Approved 7-0 vote

ACTION: At 9:45 a.m. Mr. Barber, seconded by Mr. Brown, moved 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; Mrs. Saunders-Smith-yes; Mrs. Smith – yes; Ms. Boone – yes; Mr. Brown - yes. Approved 7-0 vote

Open Meeting

ACTION: On a motion by Mr. Barber and seconded by Mrs. Saunders-Smith, the Commissioners adopted the following resolution authorizing the disposition of property at 3115 Airline Blvd.

Roll Call Vote: Mr. Barber - yes; Ms. Drewry - yes; Mr. Mitchell - yes; Mrs. Saunders-Smith - yes; Mrs. Smith – yes; Ms. Boone – yes; Mr. Brown - yes. Approved 7-0 vote

**RESOLUTION
(3115 Airline Boulevard)
(Sale of Property)**

WHEREAS, the Portsmouth Redevelopment and Housing Authority acquired the properties making up Disposition Parcel 46 in the Hattonsville Redevelopment Project in the 1980s and 1990s using Community Development Block Grant funding; and

WHEREAS, Disposition Parcel 46 is generally identified as 3115 Airline Boulevard and is composed of the tax parcels identified on Exhibit A (the "Property"); and

WHEREAS, the City acquired the Property from PRHA in 2020 for possible use in connection with a road project, but subsequently determined not to proceed with the project; and

WHEREAS, JOB Ventures, LLC (the "Developer") has offered to purchase the Property for a price of \$110,000 (the "Purchase Price");

WHEREAS, conveyance of the Property to the Developer would benefit the City and its residents financially by returning the Property to the tax rolls and saving the City costs for mowing and other maintenance; and

WHEREAS, this Resolution is subject to the adoption of a Resolution by City Council authorizing conveyance of the Property to EDA;

NOW, THEREFORE, it is hereby RESOLVED that:

1. The Chair, Vice Chair, and Secretary are each authorized to execute on behalf of EDA an Agreement for the sale of the Property to Developer or its assign for the Purchase Price and otherwise in accordance with the terms of this Resolution.
2. The Chair, Vice Chair, and Secretary 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 of the Property in accordance with the Agreement.
3. This Resolution shall be effective upon adoption of a Resolution by the Portsmouth City Council authorizing conveyance of the Property to EDA.

ACTION: On a motion by Mr. Barber and seconded by Mrs. Saunders-Smith, the Commissioners adopted a resolution adding the following items to the agenda: 3479 Greenwood Drive and 631 Normandy St.

Roll Call Vote: Mr. Barber - yes; Ms. Drewry - yes; Mr. Mitchell - yes; Mrs. Saunders-Smith - yes; Mrs. Smith - yes; Ms. Boone - yes; Mr. Brown - yes. Approved 7-0 vote

ACTION: On a motion by Mr. Barber and seconded by Mrs. Smith, the Commissioners adopted the following resolution authorizing the purchase of 3479 Greenwood Drive and 631 Normandy Street. The resolution was read by Mr. Miller.

Roll Call Vote: Mr. Barber - yes; Ms. Drewry - yes; Mr. Mitchell - yes; Mrs. Saunders-Smith - yes; Mrs. Smith - yes; Ms. Boone - yes; Mr. Brown - yes. Approved 7-0 vote

RESOLUTION
(Acquisition of 3479 Greenwood Drive and 631 Normandy Street)

WHEREAS, a Purchase Agreement (the “Agreement”) has been prepared for the acquisition of 3479 Greenwood Drive (Tax Parcel 0498-0350) and 631 Normandy Street (Tax Parcel 0498-0340) (the “Property”); and

WHEREAS, the purchase price under the Agreement is \$195,000 (the “Purchase Price”); and

WHEREAS, the acquisition of the Property will further the development of the Victory Boulevard Corridor;

NOW, THEREFORE, it is hereby RESOLVED that:

2. The Board hereby approves and ratifies the Agreement.
2. The Chair and Vice Chair are each authorized to execute the Agreement.
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 to implement the terms of the Agreement.
4. This Resolution shall be effective immediately upon its adoption.

Items submitted by Commissioners

Report Backs

- Mr. Donahue advised the Commissioners that the City Clerk has notified the EDA of the requirement to complete Freedom of Information Act (FOIA) training. Mr. Donahue requested that the Commissioners respond to Ms. White, City Clerk upon the completion of training.
- Mr. Donahue presented a sponsorship opportunity from the Portsmouth Coalition for Youth for the Commissioners consideration. Mr. Donahue advised the EDA that on April 12th the Portsmouth Coalition for Youth has partnered with the Department of Behavioral Health Services for a 2023 Youth Spring Into STEM program. The Coalition has asked for local organizations to assist with donations to support the program.

ACTION: On a motion by Ms. Drewry and seconded by Mrs. Smith, the Commissioners approved a sponsorship in the amount of \$1,000 to the Portsmouth Coalition for Youth for the 2023 Spring Into STEM Program.

Roll Call Vote: Mr. Barber - yes; Ms. Drewry - yes; Mr. Mitchell - yes; Mrs. Saunders-Smith - yes; Mrs. Smith – yes; Ms. Boone – yes; Mr. Brown - yes. Approved 7-0 vote

EDA Meeting
March 21, 2023

Adjourn

The meeting adjourned at 9:58 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Brian Donahue", with a long horizontal flourish extending to the right.

Brian Donahue, Secretary

Malcom Mitchell, Chair