

Economic Development Authority of the City of Portsmouth

July 22, 2016

Tidewater Community College
Portsmouth Campus – Student Center

The Chairman called the meeting to order at 8:10 a.m.

COMMISSIONERS PRESENT: Dean A. Thomasson – Chairman
Junius L. Thompson – Vice Chairman
Andrew D. Baillie – Treasurer
Anthony W. Hinds
Miriam J. Jiggetts
Aaron J. Kelley
Lisa Lucas-Burke

ALSO PRESENT: Mallory C. Butler – Secretary
Solomon Ashby – City Attorney
Jeffrey S. Miller – Assistant City Attorney
Dr. L. Pettis Patton – City Manager
Alice M. Kelly – CFO
Stephanie France – Assistant Secretary
Bob Baldwin – Planning Director

GUESTS: Joseph Haskell
Perry Kiriakos

ACTION: On a motion by Ms. Jiggetts and seconded by Mr. Hinds, the Commissioners amended the meeting agenda to include, under New Business: Acknowledgement of outgoing Chairman; Acquisition of property at 1021 High Street; and Acquisition of property at 1130 High Street. **Roll Call Vote:** Mr. Baillie – yes; Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – yes; Ms. Lucas-Burke – yes; Mr. Thomasson – yes; Mr. Thompson – yes.

The minutes from the June 21, 2016 meeting were reviewed.

ACTION: On a motion by Mr. Hinds and seconded by Ms. Lucas-Burke, the Commissioners approved the minutes from the June 21, 2016, meeting as presented. **Roll Call Vote:** Mr. Baillie – yes; Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – yes; Ms. Lucas-Burke – yes; Mr. Thomasson – yes; Mr. Thompson – yes.

Ms. Kelly reviewed the unaudited June 2016 Financial Statements.

ACTION: On a motion by Mr. Kelley and seconded by Mr. Baillie, the Commissioners received the unaudited financial statements for June 2016 as presented. **Roll Call Vote:** Mr. Baillie – yes; Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – yes; Ms. Lucas-Burke – yes; Mr. Thomasson – yes; Mr. Thompson – yes.

Ms. France presented a Façade Improvement Grant (FIG) Application submitted by Mr. Joseph Haskell, owner of the Pythian Castle, for property located at 612 Court Street. The application included a request for a 9-month timeline rather than 90-days, based on information from Mr. Haskell's contractor.

Mr. Thomasson indicated that he was against the extended timeline requested and wanted the applicant to request an extension when they went past the 90 days.

Ms. Jiggetts stated that she does not want to rely on staff; she believes it is the roll of a Commissioner to be the second set of eyes and review the details of projects.

Ms. Lucas-Burke appreciated that the applicant was up-front and honest about how long the project will take.

ACTION: On a motion by Ms. Lucas-Burke and seconded by Mr. Baillie, the Commissioners approved the FIG Application in an amount of \$25,000.00 for property located at 612 Court Street. **Roll Call Vote:** Mr. Baillie – yes; Mr. Hinds – yes; Ms. Jiggetts – no; Mr. Kelley – yes; Ms. Lucas-Burke – yes; Mr. Thomasson – no; Mr. Thompson – yes.

Mr. Thomasson read the following resolution:

In recognition & Appreciation of Distinguished Service by Lisa Lucas-Burke,

Whereas, by unanimous vote at its annual meeting in June 2014 the Economic Development Authority of the City of Portsmouth, Virginia elected Lisa Lucas-Burke as Chair to preside at all meetings of the Authority, sign all contracts, deeds and other instruments made by the Authority, and submit recommendations and information as she may consider proper concerning the business affairs and policies of the Authority;

Whereas Lisa Lucas-Burke graciously volunteered her time and expertise to the Authority, providing invaluable insights, perspective, and guidance throughout her two-year term;

Whereas, Lisa Lucas-Burke has served as Chair of the Authority with great professionalism, dedication, and distinction;

Now, therefore, be it resolved that the Commissioners of the Authority acknowledge and extend their gratitude to Lisa Lucas-Burke for her dedicated service as Chair of the Economic Development Authority of the City of Portsmouth, Virginia.

ACTION: On a motion by Mr. Hinds and seconded by Mr. Baillie, the Commissioners unanimously approved the resolution in recognition and appreciation of distinguished service by Lisa Lucas-Burke. **Roll Call Vote:** Mr. Baillie – yes; Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – yes; Ms. Lucas-Burke – yes; Mr. Thomasson – yes; Mr. Thompson – yes.

Ms. Butler presented a resolution concerning property located at 1021 High Street, Portsmouth, Virginia, which the Authority purchased at auction on July 20, 2016 for a total price of \$402,500.45.

ACTION: On a motion by Ms. Lucas-Burke and seconded by Mr. Baillie, the Commissioners ratified the Agreement executed by Mallory Butler, Secretary, on behalf of the EDA and the Chair, Vice Chair, and Secretary and their designees are hereby authorized to take such actions and execute such further documents as are necessary or desirable to close on acquisition of the Property located at 1021 High Street pursuant to the Agreement, and are further authorized to provide for such arrangements as are necessary or desirable to secure and maintain the Property. **Roll Call Vote:** Mr. Baillie – yes; Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – yes; Ms. Lucas-Burke – yes; Mr. Thomasson – yes; Mr. Thompson – yes.

Ms. Butler presented a resolution concerning property located at 1130 High Street, Portsmouth, Virginia, which the Authority purchased at auction on July 20, 2016 for a total price of \$418,000.00.

ACTION: On a motion by Mr. Hinds and seconded by Mr. Baillie, the Commissioners ratified the Agreement executed by Mallory Butler, Secretary, on behalf of the EDA and the Chair, Vice Chair, and Secretary and their designees are hereby authorized to take such actions and execute such further documents as are necessary or desirable to close on acquisition of the Property located at 1130 High Street pursuant to the Agreement, and are further authorized to provide for such arrangements as are necessary or desirable to secure and maintain the Property. **Roll Call Vote:** Mr. Baillie – yes; Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – yes; Ms. Lucas-Burke – yes; Mr. Thomasson – yes; Mr. Thompson – yes.

ACTION: at 8:45 a.m., on a motion by Mr. Thompson and seconded by Ms. Lucas-Burke, the Authority entered into a Closed Meeting, whereas, the Virginia Freedom of Information Act authorizes the Board of Commissioners to hold closed meetings for certain purposes set forth in Paragraph 2.2-3711(A) of the Code of Virginia of 1950, as amended; 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 or considering the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the EDA would be adversely affected, and consulting with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel (The Commons at Portsmouth Center) (6 and 7). **Roll Call Vote:** Mr. Baillie – yes; Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – yes; Ms. Lucas-Burke – yes; Mr. Thomasson – yes; Mr. Thompson – yes.

ACTION: At 9:12 a.m., on a motion by Mr. Thompson and seconded by Ms. Lucas-Burke, 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; and whereas, Section 2.2-3712.D of the Code of Virginia requires a certification by the Commissioners of the Authority that such closed meeting was conducted in conformity with the Act. Now, therefore, be it hereby resolved that the following certification shall be included in the Authority's minutes of this meeting along with any statement regarding any alleged departure in accordance with Section 2.2-3712.D of the 1950 Code of Virginia, as amended: 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. Baillie – yes; Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – yes; Ms. Lucas-Burke – yes; Mr. Thomasson – yes; Mr. Thompson – yes.

With no other business before the Board the meeting was adjourned at 9:15 a.m.

Respectfully submitted,



Mallory C. Butler
Secretary