

# Economic Development Authority of the City of Portsmouth

June 20, 2017

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

The Chairman called the meeting to order at 8:02 a.m.

**COMMISSIONERS PRESENT:** Dean A. Thomasson – Chairman  
Junius L. Thompson – Vice Chairman (at 8:05)  
Aaron J. Kelley – Treasurer  
Anthony W. Hinds  
Miriam J. Jiggetts  
Cathy Revell  
Don L. Scott (arrived at 8:05)

**ALSO PRESENT:** Solomon H. Ashby, Jr. – City Attorney  
Jeffrey S. Miller – Assistant City Attorney  
Dr. L. Pettis Patton – City Manager  
Alice Kelly – CFO  
Lisa Blackford – Finance Department  
Robert D. Moore – Assistant Secretary  
Elizabeth M. Psimas – City Councilwoman  
William E. Moody, Jr. – City Councilman

**GUESTS:** Joe Haskell – 612 Court Street  
Perry Kiriakos – 612 Court Street

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The minutes from the May 30, 2017 meeting were reviewed. Ms. Jiggetts indicated that on page 4, there are two Mr.'s in front of Mr. Hinds name. Mr. Hinds reported that his opinion stated on page 2, was not specific to signage in the LIP program, but the entire program should be re-addressed.

**ACTION:** On a motion by Ms. Jiggetts and seconded by Mr. Kelley, the Commissioners approved the minutes from the May 30, 2017 meeting with the above requested corrections.  
**Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – yes; Ms. Revell – yes; Mr. Scott – absent; Mr. Thomasson – yes; Mr. Thompson – absent.

The minutes from the June 12, 2017 joint meeting with City Council were reviewed. Ms. Jiggetts reported that she is referenced as 'Mr.' Jiggetts under the ACTION item.

**ACTION:** On a motion by Mr. Hinds and seconded by Ms. Revell, the Commissioners approved the minutes from the June 12, 2017 meeting with the above requested corrections.  
**Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – abstained as he did not attend the meeting; Ms. Revell – yes; Mr. Scott – yes; Mr. Thomasson – yes; Mr. Thompson – yes.

Ms. Blackford reviewed the May 2017 Financial Statements. Mr. Hinds requested that when the Pooled Cash is reconciled on a quarterly basis that a report be provided to the Commissioners itemizing the paid invoices that make up the total. He also requested information on the 'signage' expense for Victory Village listed on the May statement. Staff will research the item and report the findings at the next meeting.

**ACTION:** On a motion by Ms. Revell and seconded by Mr. Kelley, the Commissioners approved the April 2017 Financial Statements as presented. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – yes; Ms. Revell – yes; Mr. Scott – yes; Mr. Thomasson – yes; Mr. Thompson – yes.

Mr. Ashby reported that on June 19, 2017 a hearing was held concerning the Victory Village matter. The judge has seen fit to send all of the issues, both the transfer as well as the disputes about reimbursement to arbitration.

Mr. Thomasson reminded the board that a new Assistant Secretary needed to be appointed.

**ACTION:** On a motion by Mr. Thompson and seconded by Mr. Hinds, the Commissioners appointed Mr. Robert Moore as Assistant Secretary to the EDA. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – yes; Ms. Revell – yes; Mr. Scott – yes; Mr. Thomasson – yes; Mr. Thompson – yes.

Mr. Moore presented a 4-month extension request from Mr. Perry Kiriakos on the FIG awarded on July 22, 2016 for property located at 612 Court Street. The property sustained wind damage during a spring storm and they are currently seeking settlement from their insurance carrier.

**ACTION:** On a motion by Mr. Kelley and seconded by Ms. Jiggetts, the Commissioners approved a 4-month extension on the FIG awarded on July 22, 2016 for property located at 612 Court Street. The new work completion date will be November 20, 2017. **Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – yes; Ms. Revell – yes; Mr. Scott – yes; Mr. Thomasson – yes; Mr. Thompson – yes.

Mr. Thomasson appointed Mr. Hinds and Ms. Revell to sit on an ad hoc committee to review the current Local Incentives Program. The commissioners were asked to provide the committee with any ideas about the program they feel need to be addressed, changed or updated. The committee will work with staff and strive to have something to present at the next EDA meeting.

Mr. Miller reported that at the June 27, 2017 City Council meeting, Council will be asked to approve the transfer of the former Churchland Library site located at 3215 Academy Avenue to the EDA. The EDA currently has a Letter of Intent from a potential developer on the site. Mr. Miller also stated the City and the EDA would also enter into a Cooperation Agreement.

**ACTION:** At 8:30 a.m., on a motion by Mr. Thompson and seconded by Mr. Kelley, the Authority entered into a Closed Meeting, WHEREAS, in compliance with the requirements of the Virginia Freedom of Information Act the topics to be discussed are set forth below, and the sub-paragraphs of Paragraph 2.2-3711(A) of the Code of Virginia 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: (1) discussing the acquisition and 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 (Northeast corner of Washington Street and Court Street) (3); and (2) discussing a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community (5).  
**Roll Call Vote:** Mr. Hinds – yes; Ms. Jiggetts – yes; Mr. Kelley – yes; Ms. Revell – yes; Mr. Scott – yes; Mr. Thomasson – yes; Mr. Thompson – yes.

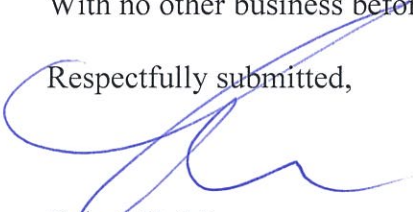
**ACTION:** At 9:17 a.m., on motion by Mr. Thompson and seconded by Mr. Kelley, the Authority approved a resolution directing, the Virginia Freedom of Information Act certification required by section 2.2-3712.D of the 1950 Code of Virginia, as amended, WHEREAS, the Authority has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; Now, therefore, be it hereby resolved that the minutes shall reflect 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 – yes; Ms. Revell – yes; Mr. Scott – yes; Mr. Thomasson – yes; Mr. Thompson – yes.

Mr. Thomasson indicated that he was hopeful that the EDA would have future joint planning sessions with City Council.

Ms. Jiggetts inquired as to when a Portsmouth Redevelopment and Housing Authority member would begin attending the EDA meetings as there is an ex officio slot designed for them. Dr. Patton indicated that she would be meeting with PRHA later in the day and would address this issue.

With no other business before the Board the meeting was adjourned at 9:23 a.m.

Respectfully submitted,



Robert D. Moore  
Assistant Secretary