

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK SEPTEMBER 9, 2020 AT 4:00 P.M. IN THE SUFFOLK MUNICIPAL BUILDING, 442 WEST WASHINGTON STREET, CITY COUNCIL CHAMBERS

MEMBERS PRESENT: Wesley King, Chairman
Maria Herbert, Vice Chairman
Margie Wiley, Secretary-Treasurer
George Consolvo
Chris Rice
Mary Snyder

MEMBERS ABSENT: Michael Milteer

STAFF PRESENT: Al Moor, Interim Deputy City Manager
Kevin Hughes, Director of Economic Development
Gregory Byrd, Assistant Director of Economic Development
Deanna Holt, Economic Development Manager
Mitzi Carr, Economic Development Associate
Tealen Hansen, Finance Director
Diana Klink, Director, Media & Community Relations

OTHERS PRESENT: Councilman Duman
Darius Davenport, Crenshaw, Ware & Martin
Jimmy LaRoue, Suffolk News Herald
Edwin Gaskin, Echelon Resources

CALL TO ORDER

Mr. King called the meeting to order at 4:00 p.m.

OLD BUSINESS

Minutes.

Mr. Consolvo moved to approve the minutes of the regular meeting of July 8, 2020. The motion was seconded by Ms. Herbert and carried the following recorded vote:

Ayes: Consolvo, Herbert, King, Rice, Snyder, Wiley (6)
Nays: None (0)
Abstain: None (0)
Motion Passed

Financial Report. Ms. Hansen provided the Board with a general overview of the financial report for the period ending June 30, 2020 as well as the support her office provides regarding EDA finances.

NEW BUSINESS

Vice Chairman and Secretary/Treasurer, Selection. Mr. King nominated Ms. Herbert to serve as the EDA Vice Chairman, which the Board acted upon with the following recorded vote:

Ayes: Consolvo, Herbert, King, Rice, Snyder, Wiley (6)
Nays: None (0)
Abstain: None (0)
Motion Passed

Ms. Herbert nominated Ms. Wiley to serve as the EDA Secretary/Treasurer, which the Board acted upon with the following recorded vote:

Ayes: Consolvo, Herbert, King, Rice, Snyder, Wiley (6)
Nays: None (0)
Abstain: None (0)
Motion Passed

Northgate Property Owners Association, EDA Representative. Ms. Snyder volunteered to serve as the EDA Representative to the Northgate Property Owners Association, which the Board acted upon with the following recorded vote:

Ayes: Consolvo, Herbert, King, Rice, Snyder, Wiley (6)
Nays: None (0)
Abstain: None (0)
Motion Passed

Facade Grant, EDA Representative. Mr. Consolvo volunteered to serve as the EDA Façade Grant Representative, which the Board acted upon with the following recorded vote:

Ayes: Consolvo, Herbert, King, Rice, Snyder, Wiley (6)
Nays: None (0)
Abstain: None (0)
Motion Passed

EDA Legislative Update and Bylaws Review. Mr. Davenport provided the Board with an overview of how recent State legislation impacts the Board. He also provided recommendations for amending the Bylaws of the EDA to provide for opportunities in which Board members would be permitted to meet virtually. Ms. Herbert moved to adopt the recommendations made by Mr. Davenport. The motion was seconded by Ms. Wiley and carried the following recorded vote:

Ayes: Consolvo, Herbert, King, Rice, Snyder, Wiley (6)
Nays: None (0)
Abstain: None (0)
Motion Passed

Accept & Appropriate, City of Suffolk CARES Act - Health and Human Services Building Enhanced Janitorial Services. Mr. Hughes briefed the Board on the proposed reimbursement of the EDA for janitorial services at the Health and Human Services Building for COVID-19 sanitation. Mr. Consolvo moved to approve **A RESOLUTION APPROVING THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK TO ACCEPT AND APPROPRIATE CARES ACT FUNDS TO ENHANCE THE ADDITIONAL CLEANING AND SANITIZING OF THE HEALTH AND HUMAN SERVICES BUILDING.** The motion was seconded by Ms. Herbert and carried the following recorded vote:

Ayes: Consolvo, Herbert, King, Rice, Snyder, Wiley (6)
Nays: None (0)
Abstain: None (0)
Motion Passed

Accept & Appropriate, City of Suffolk CARES Act - COVID-19 Small Business Grant, June Distribution. Mr. Hughes briefed the Board on the proposed reimbursement of the EDA for the Suffolk EDA COVID-19 Small Business Grant, June Distribution. Ms. Herbert moved to approve **A RESOLUTION APPROVING THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK TO ACCEPT AND APPROPRIATE CARES ACT FUNDS TO SUPPORT**

THE SUFFOLK ECONOMIC DEVELOPMENT AUTHORITY COVID-19 SMALL BUSINESS ASSISTANCE GRANT PROGRAM. The motion was seconded by Mr. Consolvo and carried the following recorded vote:

Ayes: Consolvo, Herbert, King, Rice, Snyder, Wiley (6)
Nays: None (0)
Abstain: None (0)
Motion Passed

Accept & Appropriate EDIP Funds, Bridgeman Properties LLC. Mr. Byrd briefed the Board regarding the completion of the Bridgeman Properties' new facilities in Northgate Commerce Park in accordance with the project parameters agreed to in the EDIP agreement between the EDA and Bridgeman Properties. Mr. Consolvo moved to approve **A RESOLUTION TO ACCEPT AND APPROPRIATE INCENTIVE FUNDS TO BRIDGEMAN PROPERTIES, LLC.** The motion was seconded by Ms. Wiley and carried the following recorded vote:

Ayes: Consolvo, Herbert, King, Rice, Snyder, Wiley (6)
Nays: None (0)
Abstain: None (0)
Motion Passed

EDA Owned Properties Overview. Mr. Hughes briefed the Board regarding the properties owned by the EDA.

Facade Grant Application - 1503 Holland Road. Mr. Hughes provided the Board with a summary of the façade improvements planned for the building located at 1503 Holland Road. Ms. Herbert moved to approve a façade grant in the amount of \$10,000 for the building at 1503 Holland Road. The motion was seconded by Ms. Wiley and carried the following recorded vote:

Ayes: Consolvo, Herbert, King, Rice, Snyder, Wiley (6)
Nays: None (0)
Abstain: None (0)
Motion Passed

Facade Grant Modification - Peanut Crossing Development. Mr. Hughes briefed the Board on the proposed modification of the Business Façade Improvement Program to facilitate the development planned at Peanut Crossing. Ms. Herbert moved to approve **A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK TO MODIFY THE BUSINESS FAÇADE IMPROVEMENT PROGRAM FOR THE PEANUT CROSSING DEVELOPMENT PROJECT.** The motion was seconded by Mr. Rice and carried the following recorded vote:

Ayes: Consolvo, Herbert, King, Rice, Snyder, Wiley (6)
Nays: None (0)
Abstain: None (0)
Motion Passed

Peanut Crossing Project Presentation & Proposal. Ms. Holt provided the Board with a refresher regarding the Downtown Master Plan. Following the briefing Ms. Holt introduced Edwin Gaskin with Echelon Resources Inc. for a presentation on the company and the project they are pursuing at Peanut Crossing. Mr. Consolvo moved to approve a façade grant for the first phase of the Peanut Crossing Project in the amount of \$560,000. The motion was seconded by Ms. Herbert and carried the following recorded vote:

Ayes: Consolvo, Herbert, King, Rice, Snyder, Wiley (6)
Nays: None (0)
Abstain: None (0)
Motion Passed

Façade Grant Modification, Hurricane Isaias. Mr. Hughes briefed the Board on a proposal to modify the Business Façade Improvement Program to provide grants to businesses negatively impacted by Hurricane Isaias. Ms. Wiley moved to approve **A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK TO MODIFY THE BUSINESS FAÇADE IMPROVEMENT PROGRAM FOR STORM DAMAGE DUE TO HURRICANE ISAIAS.** The motion was seconded by Mr. Consolvo and carried the following recorded vote:

Ayes: Consolvo, Herbert, King, Rice, Snyder, Wiley (6)
Nays: None (0)
Abstain: None (0)
Motion Passed

Suffolk EDA/Obici Healthcare Foundation COVID-19 Small Business Grant September Distribution Policy. Mr. Hughes briefed the Board on the policies proposed for a Suffolk EDA/Obici Healthcare Foundation COVID-19 Small Business Grant, September Distribution. Mr. Consolvo moved to approve **A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK TO APPROVE THE SUFFOLK ECONOMIC DEVELOPMENT AUTHORITY /OBICI HEALTHCARE FOUNDATION COVID-19 SMALL BUSINESS ASSISTANCE GRANT PROGRAM SEPTEMBER DISTRIBUTION POLICY.** The motion was seconded by Ms. Herbert and carried the following recorded vote:

Ayes: Consolvo, Herbert, King, Rice, Snyder, Wiley (6)
Nays: None (0)
Abstain: None (0)
Motion Passed

Downtown Business Development Update & Agreements. Mr. Byrd provided the Board with an update on the completion of projects for The General Public and High Tide restaurants, both of which having been approved for grants as part of the Suffolk EDA Downtown Business Development Program. Mr. Byrd also provided the Board with an update regarding the progress of the Wall Street Café project which has been approved for a grant as part of the Suffolk Business Launch Competition Grant Recipient Agreement and the need to extend the associated Community Business Launch Contract and Performance Agreement between the EDA and the Virginia Department of Housing and Community Development. Ms. Herbert moved to approve **A RESOLUTION TO APPROVE A SECOND EXTENSION OF THE AGREEMENT ENTERED INTO WITH THE VIRGINIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CONCERNING COMMUNITY BUSINESS LAUNCH GRANT FUNDS.** The motion was seconded by Mr. Rice and carried the following recorded vote:

Ayes: Consolvo, Herbert, King, Rice, Snyder, Wiley (6)
Nays: None (0)
Abstain: None (0)
Motion Passed

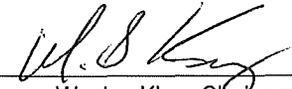
Hampton Roads Alliance Marketing Activity Reports. Mr. King presented the June and July 2020 Hampton Roads Alliance Marketing Activity Reports.

Suffolk Marketing Activity Reports. Mr. King presented the July and August 2020 Suffolk Marketing Activity Reports.

Suffolk E-Newsletters. Mr. King presented the August and September 2020 Suffolk E-Newsletters.

Mr. King reminded the Board of the next regular Board meeting on Wednesday October 14, 2020 at 4:00 p.m. at the Suffolk Municipal Building, 442 West Washington Street, City Council Chambers.

Adjourn. There being no further business, the EDA meeting was adjourned by Chairman King at 5:51 p.m.

Teste: 
Wesley King, Chairman

Approved: 
Kevin Hughes, Deputy Secretary-Treasurer