

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK MAY 11, 2022 AT 4:00 P.M. AT THE SUFFOLK MUNICIPAL BUILDING, 442 WEST WASHINGTON STREET, CITY COUNCIL CONFERENCE ROOM**

**MEMBERS PRESENT**

Maria Herbert, Chair  
BJ Willie, Secretary-Treasurer  
John Broderick  
George Consolvo  
Mary Snyder

**MEMBERS ABSENT:**

Wesley King, Vice Chair  
Anthony Harper  
Chris Rice

**STAFF PRESENT:**

Kevin Hughes, Deputy City Manager  
Deanna Holt, Business Development Manager  
Mitzi Carr, Economic Development Associate  
Delaney Clark, Business Development Analyst  
Terry Smith, Economic Development Manager  
Tim Kelley, Director, Media & Community Relations  
Tealen Hanson, Director, Finance

**OTHERS PRESENT:**

David Hartnett, Crenshaw, Ware & Martin  
Amy Parkurst, Hampton Roads Alliance, SVP Business Development  
Jimmy LaRoue, Suffolk News Herald  
Ryan Adams, WAVY TV-10

**CALL TO ORDER**

Ms. Herbert 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 March 17, 2022. The motion was seconded by Ms. Snyder and carried the following recorded vote:

Ayes: Broderick, Consolvo, Herbert, Snyder, Willie (5)  
Nays: None (0)  
Abstain: None (0)  
Motion Passed

Financial Report. Ms. Herbert acknowledged the inclusion of the financial reports for the period ending February 28, 2022 and March 31, 2022.

## **NEW BUSINESS**

Accept and Appropriate Funds. Ms. Holt provided the Board with a summary of the project for Branch Group, Inc. and requested approval to accept and appropriate funds for the company's EDIP Grant. Mr. Consolvo moved to approve **A RESOLUTION APPROVING THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK TO ACCEPT AND APPROPRIATE FUNDS TO PROVIDE AN ECONOMIC DEVELOPMENT INVESTMENT PROGRAM GRANT TO THE BRANCH GROUP, INC.** The motion was seconded by Ms. Snyder and carried the following recorded vote:

Ayes: Broderick, Consolvo, Herbert, Snyder, Willie (5)  
Nays: None (0)  
Abstain: None (0)  
Motion Passed

Downtown Overview. Ms. Holt updated the Board on the progress of the Downtown Master Plan.

Proposed FY 22/23 EDA Budget. Ms. Carr provided the Board with a review of the proposed FY 22/23 budget. Mr. Consolvo moved to approve **A RESOLUTION APPROVING THE ECONOMIC DEVELOPMENT AUTHORITY'S OPERATING BUDGET AND APPROPRIATING FUNDS FOR EXPENDITURES CONTEMPLATED DURING THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023, AND REGULATING THE PAYMENT OF MONEY.** The motion was seconded by Ms. Snyder and carried the following recorded vote:

Ayes: Broderick, Consolvo, Herbert, Snyder, Willie (5)  
Nays: None (0)  
Abstain: None (0)  
Motion Passed

Hampton Roads Alliance Business Activity Report. Ms. Herbert presented the Hampton Roads Alliance First Quarter 2022 Business Activity Report.

Suffolk Marketing Activity Report. Ms. Herbert presented the March and April 2022 Suffolk Marketing Activity Reports.

Downtown E-Newsletter. Ms. Herbert presented the April and May 2022 Downtown E-Newsletters.

Suffolk E-Newsletter. Ms. Herbert presented the April and May 2022 Suffolk E-Newsletters.

Mr. Hebert welcomed Amy Parkurst, Senior Vice-President of Business Development of the Hampton Roads Alliance. Ms. Parkurst reviewed the Hampton Roads Alliance First Quarter 2022 Business Activity Report.

Motion for Closed Meeting. Mr. Willie moved to reconvene in a closed meeting for the purposes of "A discussion or consideration of acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority" specifically concerning, property in the Health and Human Services Property, Suffolk Industrial Park and Obici Place pursuant to Virginia Code Section 2.2-3711 (A)(3)." And "A discussion concerning 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" specifically concerning, Project Music and Project Blue, pursuant to Virginia Code Section 2.2-3711 (A)(5). The motion was seconded by Ms. Snyder and carried the following recorded vote:

Ayes: Broderick, Consolvo, Herbert, Snyder, Willie (5)  
Nays: None (0)  
Abstain: None (0)  
Motion Passed

A Resolution of Certification of the Closed Meeting. Ms. Snyder moved to approve a resolution of certification of the closed meeting of May 11, 2022. Pursuant to section 2.2.-3712 of the Code of Virginia (1950), as amended. The motion was seconded by Mr. Consolvo and carried the following recorded vote:

Ayes: Broderick, Consolvo, Herbert, Snyder, Willie (5)  
Nays: None (0)  
Abstain: None (0)  
Motion Passed

Suffolk Health and Human Services Building. Mr. Consolvo moved to approve a motion to be a signer, as the land owner of the Suffolk Health and Human Services Building, for a conditional use application for a point of presence facility. The motion was seconded by Ms. Snyder and carried the following recorded vote:

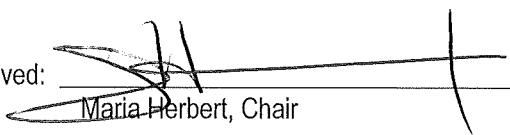
Ayes: Broderick, Consolvo, Herbert, Snyder, Willie (5)  
Nays: None (0)  
Abstain: None (0)  
Motion Passed


Ms. Herbert reminded the Board that the next meeting will be on Wednesday, June 8, 2022 at 4:00 p.m. at the Suffolk Municipal Building, 442 West Washington Street, City Council Conference Room.

Ms. Herbert announced the Suffolk State of the City will be held on Tuesday, May 24, 2022 at Hilton Garden Inn, 100 E. Constance Road.

Ms. Herbert announced the Suffolk Annual Business Appreciation Event is scheduled for Friday, June 17th at 6:00pm at the Constant's Wharf and Marina, 100 E. Constance Road.

Adjourn. There being no further business, the EDA meeting was adjourned by Chair Herbert at 5:21 p.m.

Approved:   
Maria Herbert, Chair

Teste:   
Kevin Hughes, Deputy Secretary-Treasurer