

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK JUNE 10, 2020 AT 4:00 P.M. IN THE SUFFOLK MUNICIPAL BUILDING, 442 WEST WASHINGTON STREET, CITY COUNCIL CHAMBERS

MEMBERS PRESENT: Wesley King, Chairman
Clifton Harrell, Vice Chairman
Stacy Lewis, Secretary-Treasurer
Maria Herbert
Michael Milteer
Margie Wiley
Ray Wittersheim

MEMBERS ABSENT: Branch Lawson

STAFF PRESENT: Scott Mills, Deputy City Manager
Kevin Hughes, Director of Economic Development
Gregory Byrd, Assistant Director of Economic Development
Mitzi Carr, Economic Development Associate
Tealen Hansen, Finance Director
Karla Carter, Assistant City Attorney III
Diana Klink, Director, Media & Community Relations

OTHERS PRESENT: Darius Davenport, Crenshaw, Ware and Martin
Jimmy LaRoue, Suffolk News Herald

CALL TO ORDER

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

Mr. Wittersheim moved to approve an amendment to the published meeting agenda. The motion was seconded by Mr. Harrell and carried the following recorded vote:

Ayes: Harrell, Herbert, King, Lewis, Milteer, Wiley, Wittersheim (7)
Nays: None (0)
Abstain: None (0)
Motion Passed

REGULAR BUSINESS

Minutes.

Mr. Wittersheim moved to approve the minutes of the regular meeting of March 11, 2020. The motion was seconded by Mr. Milteer and carried the following recorded vote:

Ayes: Harrell, Herbert, King, Lewis, Milteer, Wiley, Wittersheim (7)
Nays: None (0)
Abstain: None (0)
Motion Passed

Financial Report. Mr. King presented the financial reports for the periods ending February 29th, March 31st, and April 30th of 2020 to the Board.

NEW BUSINESS

Legal Representation. Mr. Hughes introduced Darius Davenport with Crenshaw, Ware and Martin, the law firm proposed for replacing the City Attorney's office in providing legal advice to the Board. Ms. Herbert motioned that the Board accept **A RESOLUTION AUTHORIZING THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK TO ENTER INTO A CONTRACT FOR LEGAL COUNSEL SERVICES WITH CRENSHAW, WARE AND MARTIN, P.L.C.** as the new Legal Representative for the EDA. The motion was seconded by Ms. Wiley and carried the following recorded vote:

Ayes: Harrell, Herbert, King, Lewis, Milteer, Wiley, Wittersheim (7)
Nays: None (0)
Abstain: None (0)
Motion Passed

2020/2021 Proposed EDA Budget. Mr. King asked the Board for any questions or comments they may have regarding the proposed budget for 2020/2021 fiscal year. Mr. Wittersheim moved to approve **A RESOLUTION APPROVING THE ECONOMIC DEVELOPMENT AUTHORITY BUDGET AND APPROPRIATING FUNDS FOR EXPENDITURES CONTEMPLATED DURING THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021, AND REGULATING THE PAYMENT OF MONEY.** The motion was seconded by Mr. Harrell and carried the following recorded vote:

Ayes: Harrell, Herbert, King, Lewis, Milteer, Wiley, Wittersheim (7)
Nays: None (0)
Abstain: None (0)
Motion Passed

Suffolk COVID-19 Small Business Grant Program, Proposal. Mr. Byrd introduced the grant proposed for issuance by the EDA. Ms. Herbert moved to approve **A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK TO ESTABLISH THE SUFFOLK ECONOMIC DEVELOPMENT AUTHORITY COVID-19 SMALL BUSINESS ASSISTANCE GRANT PROGRAM.** The motion was seconded by Mr. Wittersheim and carried the following recorded vote:

Ayes: Harrell, Herbert, King, Lewis, Milteer, Wiley, Wittersheim (7)
Nays: None (0)
Abstain: None (0)
Motion Passed

Massimo Zanetti Beverage USA, EDIP. Mr. Hughes briefed the Board regarding a proposed EDIP grant for Massimo Zanetti as an incentive for the new distribution facility they plan to have constructed in Suffolk. Mr. Lewis moved to approve **A RESOLUTION TO AUTHORIZE THE AWARD OF AN ECONOMIC DEVELOPMENT INVESTMENT PROGRAM GRANT TO MASSIMO ZANETTI BEVERAGE USA, INC.** The motion was seconded by Ms. Wiley and carried the following recorded vote:

Ayes: Herbert, King, Lewis, Milteer, Wiley, Wittersheim (6)
Nays: None (0)
Abstain: Harrell (1)
Motion Passed

Downtown Business Development Agreements, Update. Mr. Byrd briefed the Board regarding the status of the various development agreements executed by the EDA for downtown business grants.

Business Façade Grant Completed – 544 E. Constance Road. Mr. Hughes briefed the Board regarding the completion of the facade improvements to the building at 544 E. Constance Road.

Business Façade Grant-100 Bosley Avenue. Mr. Hughes briefed the Board on a proposed façade grant for the building located at 100 Bosley Avenue in the amount of \$5,340. Mr. Harrell moved to approve the façade grant in the amount of \$5,340. The motion was seconded by Ms. Herbert and carried the following recorded vote:

Ayes: Harrell, Herbert, King, Lewis, Milteer, Wiley, Wittersheim (7)
Nays: None (0)
Abstain: None (0)
Motion Passed

Legislative Update. Ms. Carter provided the Board with an update regarding Legislation that impacts the EDA.

HREDA Marketing Activity Reports. Mr. King presented the February, March, and April 2020 HREDA Marketing Activity Reports.

Suffolk Marketing Activity Reports. Mr. King presented the March, April, May 2020 Suffolk Marketing Activity Reports.

Suffolk E-Newsletters. Mr. King presented the April, May, and June 2020 Suffolk E-Newsletters.

Motion for Closed Meeting. Mr. Lewis moved to reconvene in a closed meeting for the purposes of: Pursuant to Virginia Code Section 2.2-3711 (A)(3), the discussion or consideration of the 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 including property located at Obici Place and Northgate Commerce Park. Pursuant to Virginia Code Section 2.2-3711 (A)(5), 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 Forno. The motion was seconded by Mr. Wittersheim and carried the following recorded vote:

Ayes: Harrell, Herbert, King, Lewis, Milteer, Wiley, Wittersheim (7)
Nays: None (0)
Abstain: None (0)
Motion Passed

A Resolution of Certification of the Closed Meeting. Mr. Lewis moved to approve a resolution of certification of the closed meeting of June 10, 2020. Pursuant to section 2.2.-3712 of the Code of Virginia (1950), as amended, the Board certified that the closed meeting was conducted in conformity with Virginia Law. The motion was seconded by Mr. Wittersheim and carried the following recorded vote:

Ayes: Harrell, Herbert, King, Lewis, Milteer, Wiley, Wittersheim (7)
Nays: None (0)
Abstain: None (0)
Motion Passed

Mr. King reminded the Board of the next regular Board meeting on Wednesday July 8, 2020 at 4:00 p.m. at the Suffolk Municipal Building, 442 West Washington Street, City Council Conference Room.

Adjourn. There being no further business, the EDA meeting was adjourned by Chairman King at 5:18 p.m.

Teste: 
Wesley King, Chairman

Approved: 
Stacy Lewis, Secretary-Treasurer