

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK JULY 13, 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  
Anthony Harper  
Chris Rice  
Mary Snyder

**MEMBERS ABSENT:**

Wesley King, Vice-Chair

**STAFF PRESENT:**

Kevin Hughes, Deputy City Manager  
Mitzi Carr, Economic Development Associate  
Terry Smith, Economic Development Manager  
Delaney Clark, Business Development Analyst  
Tealen Hansen, Director, Finance  
Jennifer Moore, Interim Director, Media & Community Relations

**OTHERS PRESENT:**

Darius Davenport, Crenshaw, Ware & Martin  
John Kinsley, Image Business Interiors  
Jeannine Sims, Whiting Turner Contracting

**CALL TO ORDER**

Ms. Herbert called the meeting to order at 4:00 p.m.

**OLD BUSINESS**

Minutes.

Mr. Rice moved to approve the minutes of the regular meeting of June 8, 2022. The motion was seconded by Mr. Broderick and carried the following recorded vote:

Ayes:	Broderick, Consolvo, Harper, Herbert, Rice, Snyder, Willie (7)
Nays:	None (0)
Abstain:	None (0)
Motion Passed	

Financial Report. Ms. Herbert acknowledged the inclusion of the financial reports for the period ending May 31, 2022.

**NEW BUSINESS**

Downtown Business Development Grant Application Review. Mr. Hughes provided the Board with a review of the Downtown Business Development Grant Application with reference for clarification and expansion.

Grounds Maintenance Adjustment Request. Ms. Carr briefed the Board on a request for fee per hour adjustment from the current Grounds Maintenance Provider. Mr. Willie moved to approve the request for fee adjustment to the Ground Maintenance Contract. The motion was seconded by Mr. Rice and carried the following recorded vote:

Ayes: Broderick, Consolvo, Harper, Herbert, Rice, Snyder, Willie (7)  
Nays: None (0)  
Abstain: None (0)  
Motion Passed

Health and Human Services Building Lease Amendment. Mr. Hughes briefed the Board on the First Amendment to Deed of Lease with the Department of Social Services. Mr. Consolvo moved to approve **A RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE DEED OF LEASE BETWEEN THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK AND THE CITY OF SUFFOLK, VIRGINIA ON BEHALF OF THE DEPARTMENT OF SOCIAL SERVICES.** The motion was seconded by Ms. Snyder and carried the following recorded vote:

Ayes: Broderick, Consolvo, Harper, Herbert, Rice, Snyder, Willie (7)  
Nays: None (0)  
Abstain: None (0)  
Motion Passed

Birdsong EDIP Agreement. Mr. Hughes briefed the Board on the EDIP Grant Agreement with Birdsong Corporation. Mr. Willie moved to approve **A RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK TO AUTHORIZE THE AWARD OF AN ECONOMIC DEVELOPMENT INVESTMENT PROGRAM GRANT TO BIRDSONG CORPORTATION.** The motion was seconded by Ms. Snyder and carried the following recorded vote:

Ayes: Broderick, Consolvo, Harper, Herbert, Rice, Snyder, Willie (7)  
Nays: None (0)  
Abstain: None (0)  
Motion Passed

Hampton Roads Alliance Monthly Newsletter. Ms. Herbert presented the Hampton Roads Alliance June 2022 Monthly Newsletter.

Suffolk Marketing Activity Report. Ms. Herbert presented the June 2022 Suffolk Marketing Activity Report.

Downtown E-Newsletter. Ms. Herbert presented the July 2022 Downtown E-Newsletter.

Suffolk E-Newsletter. Ms. Herbert presented the July 2022 Suffolk E-Newsletter.

Motion for Closed Meeting. Mr. Rice 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 at Suffolk Health and Human Services Building 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 Coastal, 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, Harper, Herbert, Rice, Snyder, Willie (7)  
Nays: None (0)  
Abstain: None (0)  
Motion Passed

A Resolution of Certification of the Closed Meeting. Mr. Rice moved to approve a resolution of certification of the closed meeting of July 13, 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, Harper, Herbert, Rice, Snyder, Willie (7)  
Nays: None (0)  
Abstain: None (0)  
Motion Passed

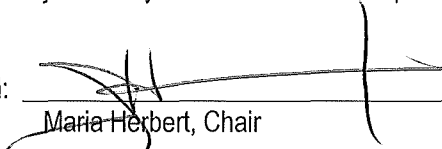
Massimo Zanetti Beverage USA Announcement. Mr. Hughes briefed the Board on the announcement of Massimo Zanetti Beverage USA to consolidate and expand operations at its roasting facility in the City of Suffolk.


Shenandoah Cable Television, LLC Site Agreement. Mr. Harper moved to approve **A RESOLUTION TO AUTHORIZE A SITE AGREEMENT BETWEEN THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK AND SHENANDOAH CABLE TELEVISION, LLC.** The motion was seconded by Ms. Snyder and carried the following recorded vote:

Ayes: Broderick, Consolvo, Harper, Herbert, Rice, Snyder, Willie (7)  
Nays: None (0)  
Abstain: None (0)  
Motion Passed

Ms. Herbert reminded the Board that the next meeting will be on Wednesday, August 10, 2022 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 Chair Herbert at 4:50 p.m.

Approved:   
Maria Herbert, Chair

Teste:   
B.J. Willie, Secretary-Treasurer