

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK OCTOBER 12, 2022 AT 4:00 P.M. AT THE SUFFOLK MUNICIPAL BUILDING, 442 WEST WASHINGTON STREET, CITY COUNCIL CONFERENCE ROOM**

**MEMBERS PRESENT** Maria Herbert, Chair  
Wesley King, Vice-Chair  
John Broderick  
George Consolvo  
Anthony Harper  
Mary Snyder

**MEMBERS ABSENT:** BJ Willie, Secretary-Treasurer  
Chris Rice

**STAFF PRESENT:** Kevin Hughes, Deputy City Manager  
Mitzi Carr, Economic Development Associate  
Deanna Holt, Business Development Manager  
Terry Smith, Economic Development Manager  
Delaney Clark, Business Development Analyst  
Jennifer Moore, Interim Director, Media & Community Relations

**OTHERS PRESENT:** Alexander McDaniel, Crenshaw, Ware & Martin  
Jeannine Sims, Whiting Turner Contracting  
Jimmy LaRoue, Suffolk News Herald

**CALL TO ORDER**

Ms. Herbert called the meeting to order at 4:05 p.m.

**OLD BUSINESS**

Minutes.

Mr. Consolvo moved to approve the minutes of the regular meeting of September 14, 2022. The motion was seconded by Mr. Harper and carried the following recorded vote:

Ayes: Broderick, Consolvo, Harper, Herbert, King (5)  
Nays: None (0)  
Abstain: Snyder (1)  
Motion Passed

Financial Report. Ms. Herbert acknowledged the financial records are in the process of the fiscal year end audit.

**NEW BUSINESS**

Accept and Appropriate funds-Acesur EDIP. Mr. Hughes provided the Board with a summary of the project for Acesur USA. and requested approval to accept and appropriate funds for the company's EDIP Grant, Phase II. Mr. King 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, PHASE II TO ACESUR USA, LLC.** The motion was seconded by Ms. Snyder and carried the following recorded vote:

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

Downtown Business Development Grant Completion-201 Hall Ave. Ms. Holt provided the Board with a summary of the completion of the Downtown Business Development Grant previously approved by the Board for 201 Hall Avenue, Pieces 'N Printz

Grounds Maintenance Contract. Ms. Carr briefed the Board on the bids and awarded vendor for the Grounds Maintenance for EDA properties. Mr. King moved to approve **A RESOLUTION AUTHORIZING THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK TO ENTER INTO A CONTRACT FOR SERVICES WITH OAK RIDGE ENTERPRISES LLC FOR GROUNDS MAINTENANCE SERVICES.** The motion was seconded by Mr. Broderick and carried the following recorded vote:

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

Northgate Commerce Park-Radar Speed Sign. Mr. Hughes provided a brief summary of traffic speed concerns in Northgate Commerce Park recommending solar radar speed signs. Mr. Broderick motioned to identify \$4,000 in the EDA Budget FY 23 for solar radar signage for Northgate Commerce Park. The motion was seconded by Mr. Consolvo and carried the following recorded vote:

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

Univar Solutions Access Agreement. Ms. Carr briefed the Board on the Univar Solutions property and the request for access to EDA property by Arcadis. Mr. Consolvo moved to approve **A RESOLUTION TO AUTHORIZE AN ACCESS AGREEMENT BETWEEN THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF SUFFOLK AND UNIVAR SOLUTIONS USA INC.** The motion was seconded by Ms. Snyder and carried the following recorded vote:

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

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

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

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

Motion for Closed Meeting. Ms. Snyder moved to reconvene in a closed meeting for the purposes of "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 Mr. Consolvo and carried the following recorded vote:

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

A Resolution of Certification of the Closed Meeting. Mr. Consolvo moved to approve a resolution of certification of the closed meeting of October 12, 2022. Pursuant to section 2.2.-3712 of the Code of Virginia (1950), as amended. The motion was seconded by Ms. Snyder and carried the following recorded vote:

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


Lowe's Home Centers EDIP Agreement. Mr. King 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 LOWE'S HOME CENTERS, LLC.** The motion was seconded by Mr. Harper and carried the following recorded vote:

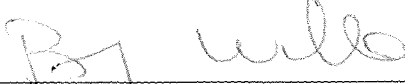
Ayes: Broderick, Consolvo, Harper, Herbert, King, Snyder (6)  
Nays: None (0)  
Abstain: None (0)  
Motion Passed

Ms. Carr informed the Board of a rate increase to the TowneBank Money Market account.

Ms. Herbert reminded the Board that the next meeting will be on Wednesday, November 9, 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 4:30 p.m.

Approved:   
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Maria Herbert, Chair

Teste:   
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BJ Willie, Secretary-Treasurer