

**ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF HAMPTON, VIRGINIA**

**LOAN AND GRANT REVIEW COMMITTEE MEETING MINUTES
FEBRUARY 7, 2019**

Ms. Ferebee called the meeting to order at 8:55 a.m. in the EDA Conference Room.

Committee Members Present: Laura Sandford, L. Scott Seymour and Michelle Ferebee

Legal Counsel Present: Patricia Melochick and William Moore

Staff Present: Susan Borland, Ashley Gilmartin and Teresa Hudgins

Ms. Ferebee stated the Minutes from the January 3, 2019 meeting were included in the package and asked if anyone had any questions or comments. A motion was made by Mr. Seymour and seconded by Ms. Sandford to approve the Minutes as presented. The vote was unanimous.

The Committee reviewed the Old Point Trust & Financial Services Statement of Account dated December 1, 2018 through December 31, 2018. There were no questions or comments.

The Committee reviewed the Active Loan Status Report dated January 25, 2019. There were no questions or comments.

The Committee reviewed the EDA Loan/Grant Program Fund Balances as of December 31, 2018. Ms. Melochick said the 3 Bowls of Color and Michael Long agreements have been prepared. Staff will update the report.

Ms. Ferebee stated a Closed Meeting will now be held pursuant to (1) Virginia Code §2.2-3711A.4 for the protection of the privacy of individuals in personal matters not related to public business and (2) Virginia Code §2.2-3711A.7 for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in opening meeting would adversely affect the negotiating or litigating posture of the Authority. A motion was made by Ms. Sandford and seconded by Mr. Seymour go into the Closed Meeting. A roll call vote was taken which resulted as follows:

Ayes: Sandford, Seymour and Ferebee
Nays: None

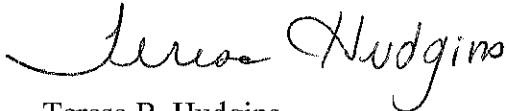
Ms. Ferebee stated it was now appropriate to take a roll call vote and that to the best of our knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter, and (ii) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, or considered in the Closed Meeting. Any member who believes there was a departure from the requirements of subdivisions (i) and (ii) shall so state prior to the roll call vote, indicating the substance of the departure that, in his/her judgment has taken place. Such statements shall be recorded in the Minutes. Ms. Ferebee asked for any statements. There were none. A motion was made by Ms. Sandford and seconded by Mr. Seymour to conclude the Closed Meeting and return to the Meeting. A roll call vote was taken which resulted as follows:

Ayes: Sandford, Seymour and Ferebee
Nays: None

The Committee considered an Economic Development Grant application from Ms. Venell Atkinson who operates a business in the commercial space at the Quality Inn site. No action was taken at this time due to an incomplete application. Staff will continue to work with Ms. Atkinson and her real estate agent to find another location in Hampton as well as to determine if any assistance is available through the existing EDA loan/grant programs. The Committee would like for Chuck Rigney to follow-up with the City Manager so she is aware of this action.

There being no further business, the meeting was adjourned at 9:35 a.m.

Respectfully submitted,



Teresa B. Hudgins
Recording Secretary