

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

**LOAN AND GRANT REVIEW COMMITTEE MEETING MINUTES  
JUNE 6, 2019**

Ms. Ferebee called the meeting to order at 8:30 a.m. in the EDA Conference Room.

Committee Members Present: Karl Daughtrey, Laura Sandford and Michelle T. Ferebee

Legal Counsel Present: Patricia Melochick and William Moore

Staff Present: Charles Rigney (via telephone), Susan Borland, Ashley Gilmartin and Teresa Hudgins

Ms. Ferebee stated the Minutes from the May 2, 2019 meeting were included in the package and asked if anyone had any questions or comments. A motion was made by Mr. Daughtrey and seconded by Ms. Sandford to approve the Minutes as presented. The vote was unanimous.

Ms. Ferebee stated the Minutes from the May 29, 2019 meeting were included in the package and asked if anyone had any questions or comments. A motion was made by Mr. Daughtrey 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 April 1, 2019 through April 30, 2019. There were no questions or comments.

The Committee reviewed the Active Loan Status Report dated May 24, 2019. There were no questions or comments.

The Committee reviewed the EDA Loan/Grant Program Fund Balances as of April 30, 2019. There were no questions or comments.

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 Mr. Daughtrey and seconded by Ms. Sandford to go into the Closed Meeting. A roll call vote was taken which resulted as follows:

Ayes: Daughtrey, Sandford 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 Mr. Daughtrey and seconded by Ms. Sandford to conclude the Closed Meeting and return to the Meeting. A roll call vote was taken which resulted as follows:

Ayes: Daughtrey, Sandford and Ferebee  
Nays: None

The Committee considered a Hampton Revolving Loan & Grant Fund Façade Improvement Grant from Cornerstone Rx, LLC in the amount of \$2,135.00 for exterior signage at the property located at 2100 Executive Drive, Suite A. A motion was made by Mr. Daughtrey and seconded by Ms. Sandford to recommend the grant for approval to the EDA board as presented subject to the business remaining in operation for five (5) years and approval of the signage by the Community Development Department. A roll call vote was taken which resulted as follows:

Ayes: Daughtrey, Sandford and Ferebee  
Nays: None

The Committee considered an EDA grant request from Ms. Vennell Atkinson in the amount of \$60,354 for relocation expenses and retiring existing debt related to her current location at 1929 Coliseum Drive, Suite F. A motion was made by Mr. Daughtrey and seconded by Ms. Sandford to deny the request as presented. A roll call vote was taken which resulted as follows:

Ayes: Daughtrey, Sandford and Ferebee  
Nays: None

A motion was made by Mr. Daughtrey and seconded by Ms. Sandford regarding the extension of occupancy for Vennell Atkinson at 1929 Coliseum Drive, Suite F as follows:

Extension of continued occupancy up to and no later than August 16, 2019 subject to the following:

1. EDA receiving a fully executed copy of the lease agreement for the new location no later than June 14, 2019
2. Continued occupancy of the premises in an "as is" condition

Should Ms. Atkinson comply with the above terms, the EDA will forgive rent due for May 15, 2019 - June 14, 2019 and thereafter through August 16, 2019 to allow those funds to be used for obligations at the new location.

Should Ms. Atkinson not acknowledge, agree and comply with the above-stated conditions then:

1. She must vacate the premises no later than June 21, 2019 and remove all personal property belonging to her
2. The EDA will institute formal eviction proceedings

A roll call vote was taken which resulted as follows:

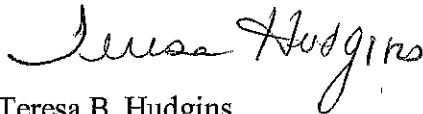
Ayes: Daughtrey, Sandford and Ferebee  
Nays: None

Ms. Borland updated the Committee on the Marina Hotel, LLC EDA Grant request and will be presenting it to the EDA board at an upcoming meeting.

The Committee agreed to meet on Tuesday, July 9, 2019 at 8:30 a.m. since the next meeting date falls on the July 4<sup>th</sup> holiday.

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

Respectfully submitted,



Teresa B. Hudgins  
Recording Secretary