

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

**LOAN AND GRANT REVIEW COMMITTEE MEETING MINUTES
JULY 9, 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, L. Scott Seymour and Michelle T. Ferebee

Legal Counsel Present: Patricia Melochick and William Moore

Staff Present: Charles Rigney, Brian DeProfio, Ashley Gilmartin, Daniel Girouard and Teresa Hudgins

Ms. Ferebee stated the Minutes from the June 6, 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 May 1, 2019 through May 31, 2019. Mr. Daughtrey reported the new investment account is being set up and funds will be moved as soon as possible.

The Committee reviewed the Active Loan Status Report dated June 27, 2019. There were no questions or comments.

The Committee reviewed the EDA Loan/Grant Program Fund Balances as of May 31, 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, (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 open meeting would adversely affect the negotiating or litigating posture of the Authority and (3) Virginia Code §2.2-3711A.8 for consultation with legal counsel employed or retained by the Authority regarding specific legal matters requiring the provision of legal advice by such counsel pertaining to an existing performance Agreement. 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, 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 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, Seymour and Ferebee

Nays: None

The Committee considered a Hampton Revolving Loan & Grant Fund Façade Improvement Grant from Sam C. Canavos in the amount of \$6,820 for parking lot improvements at the property located at 1930 N. Armistead Avenue. A motion was made by Mr. Daughtrey and seconded by Ms. Sandford to recommend the grant for approval to the EDA board to the owner and affiliates of 1930 N. Armistead Avenue subject to staff recommended terms except no personal guarantee will be required. A roll call vote was taken which resulted as follows:

Ayes: Daughtrey, Sandford, Seymour and Ferebee

Nays: None

Ms. Gilmartin reported Stillwater Tavern has not completed the improvements per the Grant Agreement. The fencing has been installed but the awning has not due to the expense. The Committee asked Ms. Gilmartin to follow-up with the applicant to determine the status of the awning and make a recommendation at the next meeting regarding the disbursement of funds.

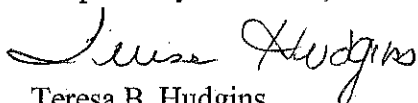
Mr. Daughtrey asked if Ms. Atkinson vacated the suite at the Quality Inn location. Mr. Rigney said she vacated and will remove all personal property by July 15th.

Ms. Sandford inquired about the following:

1. Can more notice be given to EDA members on upcoming grand opening/ribbon cutting events? Mr. Rigney said staff is working on this but notice for some events are received with only a day or two notice.
2. Is the building going up at Riverpoint all for the new Kroger store? Mr. Rigney said yes it is all Kroger.
3. The retention pond at the CVS located at the corner of Woodland and Mercury is overgrown. Mr. Rigney said staff will look into it.
4. The lot at the corner of Mallory and Mercury (former Sam Rust Seafood facility) looks like it is becoming a storage lot. Mr. Rigney will have staff research.

There being no further business, the meeting was adjourned at 9:30 a.m.

Respectfully submitted,



Teresa B. Hudgins
Recording Secretary