

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

**LOAN AND GRANT REVIEW COMMITTEE MEETING MINUTES  
JANUARY 5, 2023**

Ms. Sandford called the meeting to order at 8:30 a.m. in the Veteran's Conference Room.

Committee Members Present: Karl Daughtrey, L. Scott Seymour and Laura Sandford

Staff Present: Charles E. Rigney, Sr., Michael Yaskowsky, Thomas O'Grady,  
Christopher Tillett and Teresa Hudgins

Legal Counsel Present: Patricia Melochick

Ms. Sandford stated the Minutes from the December 1, 2022 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 Mr. Seymour to approve the Minutes as presented. The vote was unanimous.

The Committee reviewed the Old Point Wealth Management Statement of Account dated November 1, 2022 through November 30, 2022 and the Local Government Investment Pool Investor Statement for the period of November 1, 2022 – November 30, 2022. There were no questions or comments on the reports.

The Committee reviewed the EDA Loan/Grant Program Fund Balance Sheet as of November 30, 2022. There were no questions or comments. Staff provided corrected reports for the months of July and August, 2022 which reflected the correct beginning balance in the Downtown Hampton/Phoebus Retail Incentive fund as \$776,560.95 not \$766,560.95 and correct reports have been filed. Once the City Council Resolution is received which facilitates moving the Downtown Hampton/Phoebus Retail Incentive and Economic Gardening funds over to the LGIP account, staff will update the report.

The Committee and staff reviewed the proposed changes to the Hampton Grant Application Information & Application Form. Legal will make the following changes and prepare the document for review, discussion and approval at the next EDA board meeting:

- Page 3, Part 1, Paragraph 2, second line after "any" add "substantial"
- Page 5, Conflict of Interest – Ms. Melochick will add language "no EDA board member or spouse will be eligible for a grant" and City employees/officials may be eligible and will be evaluated on a case-by-case basis
- Page 6, first paragraph, fourth line "30%" of qualified improvements ... maximum change from "\$10,000" to "\$15,000"

Ms. Melochick will also clean up wording and add additional clarifying information to the application. Ms. Sandford asked Ms. Melochick to include bullet points on substantial changes when the document goes out to the Board.

The Committee would like for the application and payment process to be electronic to make it more accessible to potential applicants. They would also like City Council to receive an annual report on EDA awarded grants.

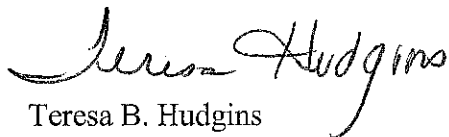
Ms. Melochick stated there was an additional item under New Business that was not included on the Agenda pertaining to new regulations related to the endangered Northern Long Eared Bat and the possible impact on EDA owned properties and development projects. She briefed the Committee on the matter and stated the Transaction Committee acted at its meeting regarding an agreement to facilitate tree removal on certain sites. After the discussion a motion was made by Mr. Seymour and seconded by Mr. Daughtrey to enter into an agreement with the developer and/or the City of Hampton, Virginia for the NorthPoint, Manekin and Quality Inn sites, as needed, to facilitate tree removal in response to the enactment of a new federal rule identifying the Northern Long Eared Bat as an endangered species and to authorize the Chair and/or Vice Chair to sign said agreements subject to legal approval. A roll call vote was taken which resulted as follows:

Ayes: Daughtrey, Seymour and Sandford

Nays: None

There being no further business, the meeting was adjourned at 9:50 a.m.

Respectfully submitted,



Teresa B. Hudgins  
Recording Secretary