

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

**LOAN AND GRANT REVIEW COMMITTEE MEETING MINUTES
FEBRUARY 13, 2020**

Ms. Ferebee called the meeting to order at 3:30 p.m. in the EDA Conference Room.

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

Legal Counsel Present: Patricia Melochick

Staff Present: Charles Rigney, Steven Lynch, Susan Borland, Ashley Gilmartin, Daniel Girouard, Michael Yaskowsky and Teresa Hudgins

Ms. Ferebee stated the Minutes from the December 5, 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 Statements of Account dated November 1, 2019 through November 30, 2019 and December 1, 2019 through December 31, 2019. There were no questions or comments.

The Committee reviewed the Active Loan Status Reports dated December 27, 2019 and January 24, 2020. There were no questions or comments.

The Committee reviewed the EDA Loan/Grant Program Fund Balances as of December 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.3 for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority in Hampton Roads Center North and (3) 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. A motion was made by Ms. Sandford and seconded by Mr. Seymour to 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 a Downtown Hampton and Phoebus Retail Incentive Grant Application from Mr. Richard Levin for the expansion of Scratch Bakery at 19-21 E. Mellen Street. A motion was made by Ms. Sandford and seconded by Mr. Seymour to recommend to the EDA board a grant in the amount of \$43,910 as presented subject to the standard recapture provision with no reporting requirements. A roll call vote was taken which resulted as follows:

Ayes: Sandford, Seymour and Ferebee
Nays: None

The Committee considered a proposal from Ms. Rhonda Scales (Covenant Care) to settle the outstanding debt with a \$25,000 payment. A motion was made by Mr. Seymour and seconded by Ms. Sandford to recommend to the EDA board the acceptance of the \$25,000 payment, plus applicable City Attorney fees, to release the debt. A roll call vote was taken which resulted as follows:

Ayes: Sandford, Seymour and Ferebee
Nays: None

Mr. Girouard presented a request from Tidewater Express, Inc. to amend the Façade Grant completion deadline from February 20, 2020 to June 30, 2020 due to stormwater improvements requested by Public Works and weather delaying the concrete pour. A motion was made by Mr. Seymour and seconded by Ms. Sandford to approve the amendment as presented. A roll call vote was taken which resulted as follows:

Ayes: Sandford, Seymour and Ferebee
Nays: None

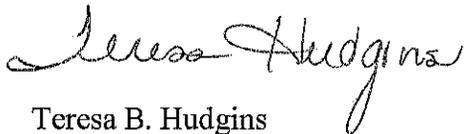
Mr. Yaskowsky reviewed the 757 Accelerate Impact Report and stated a full report will be given at the next meeting.

Ms. Borland reported that no response was received from 3 Bowls of Color regarding the grant, therefore, it has been closed out. She also asked the Committee if staff could send the same 30 day notice to execute letter to Clay Culbreth and Michael Long. The Committee agreed.

Mr. Rigney asked that the recap of the Loan & Grant Program be deferred to the next meeting. The Committee agreed.

There being no further business, the meeting was adjourned at 4:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Teresa B. Hudgins". The signature is written in black ink and is positioned above the typed name.

Teresa B. Hudgins
Recording Secretary