

**ECONOMIC DEVELOPMENT AUTHORITY
of the
CITY OF HAMPTON, VIRGINIA**

Minutes – Regular Meeting

July 20, 2021 – 8:30 a.m.

Veteran’s Conference Room

CALL
TO ORDER

Chair Ferebee called the meeting to order at 8:30 a.m.

DIRECTORS
PRESENT

Richard M. Bagley, Jr., Michelle T. Ferebee, James A. “Pete” Peterson, Laura Sandford and Dianne B. Suber. Also present was Secretary/Treasurer Charles E. Rigney, Sr.

Chair Ferebee introduced Dr. Dianne Suber as the new EDA board member. Members of the board and staff introduced themselves to Dr. Suber.

STAFF
PRESENT

Brian DeProfio, Terry O’Neill, Patricia Melochick, Steven Lynch, Terri McCann, Denise Topping, Thomas O’Grady, Ashley Gilmartin, Ian Slingsby, Michael Yaskowsky and Teresa Hudgins

GUESTS
PRESENT

Mayor Donnie Tuck
Glenn Oder, Executive Director, Fort Monroe Authority

MINUTES

Chair Ferebee stated the Minutes from the June 15, 2021 Regular Meeting were distributed. A motion was made by Ms. Sandford and seconded by Mr. Peterson to approve the Minutes as presented. A roll call vote was taken which resulted as follows:

Ayes: Bagley Peterson, Sandford, Suber and Ferebee
Nays: None

FORT MONROE
UPDATES

Glenn Oder, Executive Director of the Fort Monroe Authority, gave an update on projects currently happening at Fort Monroe. Mr. Oder said there are three major projects: Infrastructure, the marina project and the African Landing Memorial project. He briefly discussed the importance and status of these projects. Mr. Bagley asked about the status of selling property on Fort Monroe. Mr. Oder said there was none based on utility issues. The property will be residential with park space with some commercial space.

LOAN & GRANT
REVIEW
COMMITTEE

Chair Ferebee reported the Loan & Grant Review Committee met on July 1, 2021. There were no questions or comments on the Loan Status Report dated June 25, 2021 or the EDA Loan/Grant Fund Balance Sheet as of June 30, 2021. Chair Ferebee reported Old Point has agreed to waive the activity/marketing fees that were being charged to manage the EDA account.

The Committee considered a Hampton Revolving Loan & Grant Fund Façade Improvement Grant from Kleemeier & Hinshelwood Properties, LLC in the amount of \$10,000 for improvements to the property located at 18, 20, 20A and 20B Research Drive. The Committee recommends the grant for approval subject to the applicant securing a source of funding to make the repairs and the company remaining in Hampton for at least three years. If the property is sold within three years, a part of the grant would be paid back (Year 1 100%, Year 2 60% and Year 3 30%). Since this is a motion coming from the Committee, no second is required. A roll call vote was taken which resulted as follow:

Ayes: Bagley, Peterson, Sandford, Suber and Ferebee
Nays: None

Since the next item pertains to NASA Langley, Chair Ferebee recused herself from the discussion and asked Ms. Melochick to preside over this part of the meeting. Mr. Yaskowsky said staff is requesting changes to the NASA Langley Research Center Technology Commercialization Grant Guidelines to increase the maximum award amount from \$10,000 to \$20,000. Ms. Melochick said this is a motion coming from the Committee and no second is required. A roll call vote was taken which resulted as follows:

Ayes: Bagley, Peterson, Sandford and Suber
Nays: None
Abstain: Ferebee

ECONOMIC DEVELOPMENT REPORT

Mr. Rigney stated the updated Status Report on EDA Actions was included in the package. Other items:

- Staff is looking at vacant buildings in Phoebus, Fort Monroe and Downtown Hampton to locate a Peninsula 757 MakerSpace. Fort Monroe has a building that can be leased for \$1/year. We are also applying for a grant to help leverage funds to equip the space.
- Ms. Melochick reported that the bonds for the Peninsula Workforce Development Center have been paid off and escrow funds have been disbursed per the agreement. The ownership of the building has been transferred to the State Board for Community Colleges. The EDA facilitated this transaction.
- The developer of Magruder Landing no longer needs additional property from the EDA to facilitate a stormwater pond.
- Mr. Lynch reported that no further action was taken on the request to release collateral from Unique Imaging Solutions.

RESOLUTION
SUBRECIPIENT
AGREEMENT

Mr. Lynch presented a Resolution of the Economic Development Authority of the City of Hampton, Virginia approving a Subrecipient Agreement with the City of Hampton, Virginia for the receipt and distribution of certain federal and state COVID-19 relief funds and authorizing the Chair or Vice Chair to execute that Agreement. A motion was made by Ms. Sandford and seconded by Mr. Bagley to approve the Resolution as presented. A roll call vote was taken which resulted as follows:

Ayes: Bagley, Peterson, Sandford, Suber and Ferebee
Nays: None

RESOLUTION
CARES GRANT
BOO WILLIAMS
SUMMER
LEAGUE

Mr. Lynch presented a Resolution approving a CARES Act funded grant award to the Boo Williams Summer League, Ltd. and authorizing the Chair or Vice Chair to execute an agreement between the Economic Development Authority of the City of Hampton, Virginia and the City of Hampton for that purpose. The City will distribute \$255,118 to the EDA to facilitate the grant award. A motion was made by Mr. Peterson and seconded by Ms. Sandford to approve the Resolution as presented. A roll call vote was taken which resulted as follows:

Ayes: Bagley, Peterson, Sandford, Suber and Ferebee
Nays: None

CLOSED
MEETING

Chair Ferebee stated a Closed Meeting will now be held pursuant to Virginia Code §2.2-3711.A.3 for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property in Hampton Roads Center North, the Kecoughtan Corridor and the Shell Road area of the City, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority. A motion was made by Mr. Bagley and seconded by Mr. Peterson to go into the Closed Meeting. A roll call vote was taken which resulted as follows:

Ayes: Bagley, Peterson, Sandford, Suber and Ferebee
Nays: None

CERTIFICATION
OF CLOSED
MEETING

Chair 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. Chair Ferebee asked for any statements. There were none. A

motion was made by Ms. Sandford and seconded by Dr. Suber to conclude the Closed Meeting and return to the Meeting. A roll call vote was taken which resulted as follows:

Ayes: Bagley, Peterson, Sandford, Suber and Ferebee
Nays: None

OTHER
BUSINESS

Ms. Melochick said that during the COVID 19 State of Emergency the EDA appointed two (2) board members to the COVID 19 Small Business Assistance Program Committee to review grant applications with Economic Development staff and authorized the Secretary to sign off on those pandemic related grant awards. Now that there are no restrictions on the EDA's ability to meet, the board needs to decide if it wants to continue with this practice or suspend it and allow future applications to be reviewed by the Loan & Grant Review Committee. A motion was made by Mr. Bagley and seconded by Ms. Sandford to suspend the operations of this Committee. A roll call vote was taken which resulted as follows:

Ayes: Bagley, Peterson, Sandford, Suber and Ferebee
Nays: None

Ms. Melochick also informed the board that during the State of Emergency, the Authority Advisory Committee delegated authority to the Secretary to review/approve developer designs. During this time Project Enterprise was approved. A change in the Lumen Apartments was also reviewed but is not in the process of being revised. As of June 30, 2021, the State of Emergency was lifted by the Governor and ratified by Hampton City Council, therefore, this authority has been terminated with all design review authority reverting back to the Authority Advisory Committee.

NEW
BUSINESS

Mr. Lynch and Ms. Melochick briefed the board on the procurement process and the EDA's need to secure goods and services. A motion was made by Mr. Peterson and seconded by Ms. Sandford to approve a Resolution of the Economic Development Authority of the City of Hampton, Virginia authorizing the Chair or Vice Chair to execute certain procurement contracts entered into pursuant that certain Memorandum of Understanding with the City of Hampton, Virginia. A roll call vote was taken which resulted as follows:

Ayes: Peterson, Sandford, Suber and Ferebee
Nays: None

Note: Mr. Bagley left the meeting at 9:50 a.m. and was not present for the vote

A motion was made by Ms. Sandford and seconded by Mr. Peterson to ratify those certain Declarations of Covenants for stormwater management for 1614 and 1554 West Pembroke Avenue between the Economic Development Authority of the City of Hampton, Virginia

and the City of Hampton, Virginia dated July 15, 2021. A roll call vote was taken which resulted as follows:

Ayes: Peterson, Sandford, Suber and Ferebee

Nays: None

Note: Mr. Bagley left the meeting at 9:50 a.m. and was not present for the vote

A motion was made by Dr. Suber and seconded by Ms. Sandford to authorize the Chair or Vice Chair to execute the Termination and Release of Declarations of Covenants and Declaration of Restrictive Covenants for 1614 and 1554 West Pembroke Avenue between the Economic Development Authority of the City of Hampton, Virginia and the City of Hampton, Virginia. A roll call vote was taken which resulted as follows:

Ayes: Peterson, Sandford, Suber and Ferebee

Nays: None

Note: Mr. Bagley left the meeting at 9:50 a.m. and was not present for the vote

Mr. Yaskowsky briefed the board on a project at Harbour Centre involving Hampton University, Raytheon and Longbow to locate a Raytheon Skyler Radar system on the building. Staff will be presenting a grant request to the Loan & Grant Review Committee at its August meeting.

ADJOURNMENT There being no further business, the meeting was adjourned at 10:20 a.m.

Respectfully submitted,



Charles E. Rigney, Sr.
Secretary/Treasurer

CER/tbh