

ECONOMIC DEVELOPMENT AUTHORITY
OF THE
CITY OF MANASSAS
REGULAR MEETING MINUTES
July 17, 2018

DETERMINATION OF QUORUM

MEMBERS PRESENT: Miguel Pires, Vice-Chairman
Scott Hepburn, Secretary/Treasurer
Gary Jones, II
Thomas O. Murphy
Mark T. Olsen
Holmes Steele Smith

Sheryl Bass, Vice-Mayor, *ex-officio*
W. Patrick Pate, City Manager, *ex-officio*
Patrick J. Small, ED Director, *ex-officio*

MEMBERS ABSENT: Denise Harrover

OTHERS PRESENT: None

Secretary/Treasurer Scott Hepburn called the meeting to order at 7:30PM in the absence of the Vice-Chairman. The meeting opened with an Invocation and the Pledge of Allegiance. A quorum was present.

MINUTES

Secretary/Treasurer Hepburn presented the Minutes of the May 15 Meeting and asked if there were any comments. Gary Jones made a motion to approve the minutes of May 15 which was seconded by Mark Olsen. There being no further discussion Secretary/Treasurer Hepburn called the roll.

Smith – AYE
Murphy – AYE
Jones – AYE
Olsen – AYE
Hepburn – AYE

The motion passed 5-0 with Miguel Pires being absent for the vote.

FINANCIAL REPORTS

Scott Hepburn presented the City Treasurer's Report and bank statement for May. He noted the only debit was a transfer to the City of \$380,355.83 remitting sales proceeds from the Landing at Canon Branch. Mr. Hepburn reported deposits of \$387,173.75 representing; the reimbursement by the City of a \$15.00 wire transfer fee; a counter deposit of \$6,624.00 for administrative fee payments from Richmond ARC and Manassas Hanger I LLC for outstanding bond issues; an incoming wire from Buchanan for land sales at the Landing for \$380,370.83; and an interest payment of \$163.68.

Miguel Pires arrived.

Mark Olsen made a motion to accept the May City Treasurer's Report which was seconded by Gary Jones.

There being no further discussion Secretary/Treasurer Hepburn called the roll.

Smith – AYE
Murphy – AYE
Pires – AYE
Jones – AYE
Olsen – AYE
Hepburn - AYE

The motion passed 6-0.

Scott Hepburn presented the City Treasurer's Report and bank statement for June. He noted the only debit was a \$15.00 wire fee and the only deposit was an interest payment of \$156.24.

Mark Olsen made a motion to accept the June City Treasurer's Report which was seconded by Gary Jones.

There being no further discussion Secretary/Treasurer Hepburn called the roll.

Smith – AYE
Murphy – AYE
Pires – AYE
Jones – AYE
Olsen – AYE
Hepburn - AYE

The motion passed 6-0.

Patrick Small presented an itemized invoice from the City of Manassas to EDA for \$11,728.86 for expenses paid by the City on behalf of EDA. Gary Jones made a motion to authorize the Chairman to sign the invoice and pay the bill which was seconded by Mark Olsen.

There being no further discussion Secretary/Treasurer Hepburn called the roll.

Smith – AYE
Murphy – AYE
Pires – AYE
Jones – AYE
Olsen – AYE
Hepburn - AYE

The motion passed 6-0.

Patrick Small noted the meeting packages contained copies of the most recent legal bill from VF&N and the annual CUSIP bill, both of which had been appropriately budgeted and subsequently paid.

Holmes Smith contested the hourly rate being charged by VF&N. Patrick Small stated that he routinely verified the billing rates and charges but that he would do so again and report back to EDA.

ELECTION OF CHAIRMAN

Vice-Chairman Pires assumed the acting Chairman's role from Secretary/Treasurer Hepburn. He noted that because the previous Chairman, John Intihar, was not reappointed to the EDA that the body needed to hold an election to select a new Chairman. Vice-Chairman Pires then announced his resignation from the Vice-Chairman's role. Scott Hepburn resigned as Secretary. Gary Jones nominated Mark Olsen for Chairman, Gary Jones for Vice-Chairman and Miguel Pires for Secretary. Scott Hepburn seconded the motion.

Holmes Smith nominated Miguel Pires for Chairman and Tom Murphy seconded the motion. Miguel Pires declined the nomination.

There being no further nominations, Vice-Chairman Pires asked Secretary/Treasurer Hepburn to call the roll.

Smith – NO
Murphy – AYE
Pires – AYE
Jones – AYE
Olsen – AYE
Hepburn - AYE

The motion passed 5-1.

ADMINISTRATIVE AGENDA

The members who attended VIDA made various comments about the program.

Patrick Small delivered a power point presentation on Real Estate Acquisition that he had made at VIDA.

Vice-Mayor Bass reminded the members of the upcoming Lion's Club meeting at which the Audiometers were being dedicated in Mr. Gregory's name.

NEW BUSINESS

None

OLD BUSINESS

Patrick Small reintroduced the grant EDA had previously awarded to Cross Roads: A Tabletop Tavern (formerly Holy Grail Games). He reminded the members that the principal had appeared before EDA to present his concept and request for a grant at a prior meeting. The business was originally proposed to go into the former Malone's space but the new owners elected not to sign a lease with him. The Economic Development Department assisted the business owner in securing a lease in the space which had been occupied by Taps-n-Apps and Mackey's. Mr. Small requested the EDA amend the grant award to reflect the new address and stated that nothing else about the proposal had changed.

Gary Jones made a motion to amend the grant award which was seconded by Mark Olsen. Chairman Olsen called for discussion. Holmes Smith opposed the grant on the basis that he did not support creating an environment where families and children would be exposed to alcohol. Gary Jones supported the grant on the basis that the owner had presented his concept, which EDA endorsed, and was only selecting a different space. Mark Olsen spoke in favor of the grant on the basis that EDA had previously notified the owner of its approval and had made a commitment to the business owner. There was considerable debate.

Chairman Olsen called the question and asked Secretary Pires to call the roll.

Smith – NO
Murphy – NO
Pires – NO
Jones – AYE
Olsen – AYE
Hepburn - NO

The motion failed 2-4.

EXECUTIVE SESSION

None

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:15PM.