

ECONOMIC DEVELOPMENT AUTHORITY  
OF THE  
CITY OF MANASSAS  
ANNUAL MEETING  
January 12, 2021

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**MEMBERS PRESENT:**

Mark T. Olsen, Chairman  
Sheryl Bass  
Larry Naylor  
Scott Hepburn, Treasurer  
Thomas Murphy

W. Patrick Pate, City Manager, *ex-officio*  
Patrick J. Small, ED Director, *ex-officio*

**MEMBERS ABSENT:**

Denise Harrover, Secretary  
Gary Jones, II, Vice-Chairman

**OTHERS PRESENT:**

Pam Sebesky, Vice-Mayor, Council Liaison  
Michele Davis-Younger, Mayor

**DETERMINATION OF QUORUM**

Chairman Mark Olsen called the Annual Meeting to order at 6:00PM. A quorum was present.

**ELECTION OF OFFICERS**

Chairman Olsen called for nominations for officers. Scott Hepburn nominated the current officers to continue serving in their roles which was seconded by Sheryl Bass:

Mark T. Olsen, Chairman  
Gary Jones, II, Vice-Chairman  
Denise Harrover, Secretary  
Scott Hepburn, Treasurer

There being no additional nominations the Chairman called the roll:

Mark T. Olsen – AYE  
Scott Hepburn – AYE  
Sheryl Bass – AYE  
Larry Naylor – AYE

The motion passed 4-0.

### **APPOINTMENT OF COUNSEL**

Scott Hepburn moved to appoint the law firm of Vanderpool, Frostik, and Nishanian as Legal Counsel which was seconded by Sheryl Bass. There being no further discussion the Chairman called the roll.

Mark T. Olsen – AYE  
Scott Hepburn – AYE  
Sheryl Bass – AYE  
Larry Naylor – AYE

The motion passed 4-0.

### **MINUTES**

Sheryl Bass moved to approve the Minutes of the December 8 meeting which was seconded by Scott Hepburn. There being no discussion Chairman Olsen called the roll.

Mark T. Olsen – AYE  
Scott Hepburn – AYE  
Sheryl Bass – AYE  
Larry Naylor – AYE

The motion passed 4-0.

### **FINANCIAL REPORTS**

Scott Hepburn presented the November City Treasurer's Reports and bank statement. He noted an interest credit of \$66.49 and no additional activity. Sheryl Bass made a motion to accept the City Treasurer's Report which was seconded by Larry Naylor. There being no further discussion the Chairman called the roll.

Mark T. Olsen – AYE  
Scott Hepburn – AYE  
Sheryl Bass – AYE  
Larry Naylor – AYE

The motion passed 4-0.

Tom Murphy arrived in the lobby but was unable to access the 2<sup>nd</sup> floor of City Hall.

### **NEW BUSINESS**

The Chairman noted that the City had requested its Boards, Committees, and Commissions postpone unnecessary meetings or to meet remotely if possible due to the continued state of emergency resulting from the pandemic. The EDA Attorney and

staff were asked to determine what was required by state law and the EDA bylaws to conduct electronic meetings. In the event that a motion during a regularly scheduled meeting could affect the change, Chairman Olsen moved the EDA begin meeting electronically which was seconded by Sheryl Bass. There being no further discussion the Chairman called the roll:

Mark T. Olsen – AYE  
Scott Hepburn – AYE  
Sheryl Bass – AYE  
Larry Naylor – AYE

The motion passed 4-0.

### **OLD BUSINESS**

None

### **ADJOURNMENT**

Chairman Olsen adjourned the meeting at 6:10pm.