

ECONOMIC DEVELOPMENT AUTHORITY  
OF THE  
CITY OF MANASSAS  
May 11, 2021

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**MEMBERS PRESENT:** Mark T. Olsen, Chairman  
Denise Harrover, Secretary  
Gary Jones, II, Vice-Chairman  
Sheryl Bass  
Larry Naylor  
Scott Hepburn, Treasurer  
Andrea Morisi

W. Patrick Pate, City Manager, *ex-officio*  
Patrick J. Small, ED Director, *ex-officio*  
Olaun Simmons, EDA Attorney

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Pam Sebesky, Vice-Mayor, Council Liaison

**DETERMINATION OF QUORUM**

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

**MINUTES**

Sheryl Bass moved to approve the Minutes of the April 13 meeting which was seconded by Gary Jones. There being no discussion the Secretary called the roll.

Mark T. Olsen – AYE  
Gary Jones – AYE  
Denise Harrover – AYE  
Scott Hepburn – AYE  
Sheryl Bass – AYE

The motion passed 5-0.

**FINANCIAL REPORTS**

Scott Hepburn presented the March City Treasurer's Report and bank statement. He noted an interest credit of \$116.58, no additional activity, and an ending balance of \$686,462.21.

Larry Naylor arrived.

Gary Jones made a motion to approve the March City Treasurer's Reports which was seconded by Scott Hepburn. There being no discussion the Chairman asked the Secretary to call the roll.

Mark T. Olsen – AYE  
Gary Jones – AYE  
Denise Harrover – AYE  
Scott Hepburn – AYE  
Sheryl Bass – AYE  
Larry Naylor – AYE

The motion passed 6-0.

Scott Hepburn presented the FY22 proposed budget. There were a few questions including whether it was likely EDA would be able to participate in training during the upcoming year and whether expenses were based on past actuals.

Andrea Morisi arrived.

There were no recommended changes to the proposed FY22 Budget. Gary Jones moved to adopt the FY22 Budget which was seconded by Denise Harrover. There being no further discussion the Chairman asked the Secretary to call the roll.

Mark T. Olsen – AYE  
Gary Jones – AYE  
Denise Harrover – AYE  
Scott Hepburn – AYE  
Sheryl Bass – AYE  
Larry Naylor – AYE  
Andrea Morisi – AYE

The motion passed 7-0.

### **EOF GRANT – ODEND'HAL**

Patrick Small presented the Economic Opportunity Fund grant form to induce construction of a proposed restaurant/brewery at 9351 East Street. Gary Jones recused himself from the discussion and explained a potential conflict of interest by virtue of his bank competing for the project financing. Mr. Small noted for the record that the grant had been the subject of a Closed Session at the previous meeting. During discussion it was pointed out that the grant was payable only upon completion of the project and was subject to the leasing of the facility to a restaurant or brewer. Olaun Simmons recommended a change in the agreement regarding the venue for legal dispute. There being no further discussion Scott Hepburn moved to approve the Agreement in the amount of \$10,000, as amended, which was seconded by Andrea Morisi and the Secretary called the roll.

Mark T. Olsen – AYE  
Denise Harrover – AYE  
Scott Hepburn – AYE  
Sheryl Bass – AYE  
Larry Naylor – AYE  
Andrea Morisi – AYE

Gary Jones was recused.

The motion passed 6-0.

### **OLD BUSINESS**

The Chairman presented the Strategic Plan and the body proceeded to walk through it. Mark Olsen noted that the plan had been completed and adopted in June 2020 just as COVID restrictions were at their peak. He stated his intent was to get the EDA to refamiliarize themselves with the plan and to begin assigning responsibilities and completing the tasks. Mr. Small noted that many tasks had been completed such as those specific to the grant application and award process and that some of the ongoing tasks had continued during COVID although many were postponed. He pointed out that the Chairman had delivered the Annual Report to Council with several members in attendance and that members had been attending VIDA training as well as the Chamber Annual Business Awards and ribbon cuttings for the Tru by Hilton and HPS. Mr. Small noted the members had been invited to attend an upcoming ribbon cutting and anniversary event organized by the Department of Economic Development for Semifreddo and that they should have received invitations to the ribbon cutting for Battle Street Bistro organized by HMI. The Chairman noted that orientations with new EDA members were taking place and that the Chair and Vice-Chair would resume meeting with new Council members. There was a great deal of discussion about the differing roles and responsibilities both of the EDA members themselves as well as between EDA and the MBC. The discussion concluded with a request to arrange a joint meeting between EDA and City Council.

### **CLOSED SESSION**

None.

### **ADJOURNMENT**

Chairman Olsen adjourned the meeting at 7:30pm.