

MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF NORFOLK
Wednesday, April 6th, 2016
Department of Development
500 E. Main Street, Suite 1500
Norfolk, VA 23510

Present:

Directors

Robert E. Garris, Jr. - Presiding

Michael Lee – Vice Chairman

Kim Brown

Jeffrey Brooke

Wayne Coleman

Jaeson Dandalides

Richard Ottinger

Ursula Rhodes

Counsel

George Consolvo – Kaufman & Canoles

Advisory Committee

Christine Garczynski – Director of Finance

Staff

Peter Chapman – Executive Director

Dawn Ryan - Assistant Secretary-Treasurer

Guests

Chuck Rigney – Director of Development

Leslie Osborn – Sen. Bus. Development Manager

Andrew Yancey – Bus. Development Manager

Kevin White - Kaufman & Canoles

Anita Poston – Vandeventer Black

Ron Vinson – Sentara

Shira Itzhak – Remedy Intelligent Staffing

Eric Hartley – Virginian Pilot

Steven Legume – Self

Absent

Jared Chalk - Secretary-Treasurer

W. Craig Reilly

Antonio L. Sisco

MEETING CALLED TO ORDER

A meeting of the Economic Development Authority was held on April 6th, 2016. Chairman Garris called the meeting to order at 7:33 a.m. Chairman Garris asked the guest who were present at the meeting to introduce themselves and welcomed them to the meeting.

INTRODUCTION OF NEW EDA MEMBERS

Chairman Garris welcomed the two newest members, Jeffrey Brooke and Richard Ottinger to the board. Mr. Michael Cox was not present but will be introduced at the next meeting. The gentlemen addressed the board with an introduction and both are looking forward to serving the City of Norfolk in this capacity. Mr. Coleman arrived at 7:37AM

SENTARA REFINIANCING RESOLUTION

Chairman Garris asked that the board move to new business for the Sentara bond refinancing resolution. Mr. White addressed the board with the terms of the refinance of their 2010BC and 2012A bonds. The closing for the refinance will be later in the month and nothing will change in the schedule. This will change the Admin fee schedule from 3 series bonds to 2 series bonds with a total cost of \$98.8M for scheduled billing in May 2017. (Attachment #1)

Upon a motion by Mr. Lee, seconded by Mr. Dandalides, the Authority approved the resolution for refinancing the bonds with a vote 6-0-2. Mr. Ottinger and Mr. Garris abstained.

EDA STAFF CHANGES

Mr. Chapman addressed some staff changes within the Department of Development resulting in the resignation of Jared Chalk as Secretary-Treasurer. With Mr. Chalk's resignation there is the need to fill the two offices he was holding, Assistant Executive Director and Secretary-Treasurer. The recommendation from Mr. Chapman was to have Mr. Rigney fill the Assistant Executive Director position and Mr. Yancey fill the Secretary-Treasurer position.

Upon a motion by Mr. Lee, seconded by Ms. Brown the Authority approved the recommendation of the positions for Mr. Rigney and Mr. Yancey with a vote of 8-0-0.

LOAN COMMITTEES UPDATE

Mr. Garris asked Ms. Osborn to address the list of names given as the two separate loan committees and advise on the introduction meeting that was held for them last week. There are two separate committees, Norfolk First Loan Committee and Norfolk Innovation Investment Committee. Mr. Chapman and Ms. Osborn went over the processes for the applications and the criteria for their process of review. As the committees get started and set a schedule for future meetings those will be open to the public as well as following same guidelines and rules of FOIA. (Attachment #2)

Ms. Rhodes asked about the professions of the committee members to ensure they are the right match to make the referrals to the EDA board. Mr. Ottinger also asked when to expect product from the committee and Ms. Osborn said probably in a few months. Mr. Coleman requested that there be ample time to review documents to make decisions prior to the monthly meetings.

COOPERATION AGREEMENT CITY/EDA – BOA LOAN FOR JC PENNEY

This cooperation agreement is authorizing the borrowing guarantee of the City of Norfolk for the EDA loan. This agreement is a non-recourse to the EDA and the agreement states that it is the City's responsibility to pay off the loan, not the EDA. (Attachment #3)

Upon a motion by Mr. Lee, seconded by Ms. Brown the agreement was approved with a vote 7-0-1. Ms. Rhodes abstained.

MILITARY CIRCLE – 880 N. MILITARY HIGHWAY - RESOLUTION

Mr. Chapman asked Mr. Yancey to advise the changes in the amended lease agreement with Movement Mortgage, LLC. Mr. Yancey explained that Movement Mortgage, LLC, needed an extension

to the final floor plan to accommodate some changes to the original design that will now incorporate an additional 2,500 sq. ft. employee gym. (Attachment #4)

Upon a motion by Ms. Rhodes, seconded by Ms. Brown, the Authority approved the resolution as stated to amend the floor plan and lease more space. The vote was 8-0-0.

MINUTES

The Chairman asked the board to review the minutes and when they were ready he would accept a motion to approve the minutes separately for each of the three meetings that were held in March.

Upon a motion by Mr. Lee, seconded by Ms. Rhodes, the Authority approved the minutes of the March 2nd, 2016, meeting with two directors abstaining, Ms. Brown and Mr. Coleman. The vote was 6-0-2.

Upon a motion by Mr. Lee, seconded by Ms. Rhodes, the Authority approved the minutes of the March 9th, 2016, meeting with one director abstaining, Mr. Coleman. The vote was 7-0-1.

Upon a motion by Ms. Brown, seconded by Mr. Coleman, the Authority approved the minutes of the March 14th, 2016, meeting with one director abstaining, Mr. Lee. The vote was 7-0-1.

ADJOURNMENT

A motion was made, seconded and approved to adjourn the meeting at 8:51 a.m.

Approved by Robert E. Davis, Jr.

- Attachments:
1. Sentara Refinancing Resolution
 2. Loan Committee Members
 3. Cooperation Agreement – BOA Loan for JC Penney
 4. Movement Mortgage, LLC Resolution