

MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF NORFOLK
Wednesday, March 2nd, 2016
Department of Development
500 E. Main Street, Suite 1500
Norfolk, VA 23510

Present:

Directors

Robert E. Garris, Jr. - Presiding
Michael Lee – Vice Chairman
Jaeson Dandalides
Jim McDonnell
W. Craig Reilly
Ursula Rhodes
Antonio L. Sisco

Counsel

George Consolvo – Kaufman & Canoles

Staff

Peter Chapman – Executive Director
Jared Chalk - Secretary-Treasurer
Dawn Ryan - Assistant Secretary-Treasurer

Guests

Chuck Rigney – Director of Development
Leslie Osborn – Sen. Bus. Development Manager
Andrew Yancey – Bus. Development Manager
Martin Thomas, Jr. – Planning Commission – City of Norfolk
Eric Hartley – Virginian Pilot
Monique McWhite – HRPAC – ODU

Absent

Kim Brown
Wayne Coleman
Jerry B. Robertson
Christine Garczynski – Director of Finance - Advisory Committee

MEETING CALLED TO ORDER

A meeting of the Economic Development Authority was held on March 2nd, 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.

HRPAC – MONIQUE MCWHITE - PRESENTATION

Chairman Garris welcomed Monique McWhite who presented an update to the board on her work at the Hampton Roads Procurement Assistance Center. Ms. McWhite gave a brief overview of what the Hampton Roads Procurement Assistance Center is designed to do, which businesses are seeking to compete successfully in federal, state and local government contracting. The organizations mission is to assist Hampton Roads businesses that want to increase their opportunities in Federal, State, and local government marketplace. They assist Small, Disadvantaged, Women Owned, Veteran Owned, Disabled Veteran Owned, and HUBZone businesses in obtaining certifications. They also help Prime Contractors in locating small businesses to act as sub-contractors for government contracts. HRPAC holds business workshops and one on one counseling. (Attachment #1).

Ms. McWhite was challenged last time to go before other municipalities for support and was successful with Newport News and Virginia Beach in gathering \$7,500 each in commitments.

FY14/15 AUDIT REPORT

Mr. Chalk gave an update on the recent EDA audit and noted that the audit was clean audit having no major issues. Upon a motion by Mr. Lee, seconded by Mr. Sisco, the Authority approved the Annual Audit for fiscal year 2014-2015, from the accounting firm KPMG. The vote was 7-0-0. Mr. Garris and Mr. Reilly noted that they were both absent for the presentation but had no abstentions.

RESOLUTION OF GRANT FUNDS

Mr. Consolvo advised the Board of the resolution in the front of them that will approve two contracts, one which is a cooperation agreement which is in their package. Then there is an implementation contract which is still at City Attorney's office in due process. This resolution authorizes the appropriate officers of the EDA upon advice of counsel to execute and approve that contract when it is in ready form by having this resolution to introduce new economic and neighborhood development tools to promote comprehensive urban revitalization using three sources of funding. Citywide Partnership and Global Initiatives Fund using \$250,000 in Federal EDA grant funds and Norfolk Innovation Fund using \$500,000 in CDBG funds. All these funds will be routed through the EDA from the City. (Attachment #2)

Upon a motion by Mr. Sisco, seconded by Mr. Lee, the Authority approved to adopt the resolution for loan programs between the EDA and the City for distribution of funds for the economic growth programs. The vote was 7-0-0.

CLOSED SESSION

Vice Chairman Lee moved that the Directors of the Economic Development Authority assemble informally in a closed meeting for the purpose of discussing Real Estate matters, as authorized by Clause 3 of Section 2.2-3711A3 of the Virginia Freedom of Information Act, as amended, whereupon Mr. Garris seconded the motion and it was unanimously approved.

After the closed session discussion, the Chairman invited a motion that the directors of the EDA reconvene in an open meeting seconded by Mr. Lee. The Chairman then invited a motion that the directors of the EDA certify by roll call vote that only matters that could be considered public business matters lawfully exempted from open meeting requirements were discussed in the closed meeting, and

that only public business matters identified in the motion to go into the closed meeting were heard, discussed or considered while in the closed meeting. Upon a motion by Mr. Lee, seconded by Mr. Garris, the motion was approved by roll call vote, with Mr. Lee, Mr. McDonnell, Mr. Sisco, Mr. Reilly, Mr. Dandalides, and Ms. Rhodes, Mr. Garris voting in favor. Mr. Sisco left the meeting at 8:43am.

MINUTES

Mr. Consolvo proposed that the board amend the minutes to strike the last paragraph of the February minutes to say, Mr. Rigney discussed development opportunities at the JC Penney building.

Upon a motion by Mr. Lee, seconded by Ms. Rhodes, the Authority approved the amended minutes of the February 10th, 2016 board meeting as stated by Mr. Consolvo. The vote was 6-0-0.

ADJOURNMENT

Chairman Garris having no further business to discuss, he adjourned the meeting at 8:55 a.m.

Approved by Robert E. Garris, Jr.

- Attachments: 1. HRPAC Presentation and Handouts
2. Resolution of Grant Funds