

New Member Orientation

**MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF NORFOLK
Friday, May 13th, 2016
Department of Development
500 E. Main Street, Suite 1500
Norfolk, VA 23510**

Present:

Directors

Robert E. Garris, Jr. - Presiding
Michael Lee
Jeffrey Brooke
Wayne Coleman
Michael Cox
Richard Ottinger

Counsel

George Consolvo – Kaufman & Canoles

Staff

Peter Chapman – Executive Director
Chuck Rigney – Assistant Executive Director
Andrew Yancey - Secretary-Treasurer
Dawn Ryan - Assistant Secretary-Treasurer

Guests

Alan Boring – Sen. Bus. Development Manager
Paula Shea – Principal Planner
Sandra Choi – Administrative Analyst – Global Commerce
Leslie Osborn – Sen. Bus. Development Manager

ORIENTATION MEETING CALLED TO ORDER

A meeting of the newest three members of the Economic Development Authority was held on May 13th, 2016 at the office of the Department of Development main conference room. Chairman Garris called the meeting to order at 8:42 a.m.

WELCOME & OVERVIEW

Chairman Garris welcomed the new Board members and thanked them for making time to get more information on past projects the EDA has worked on and to be updated on current projects. Mr. Garris noted that most of the materials to be covered today are what was covered in the EDA retreat back in October 2015 with updates since then as well.

EDA STRATEGIC PRIORITIES

Executive Director Peter Chapman thanked the EDA Directors for coming and for taking the time out of their busy schedules to get information on current projects as well as the Board's responsibilities to the City and its citizens. Mr. Chapman advised them of EDA roles in business development, revitalization and redevelopment, access to capital and reinvestment and workforce innovation and how the EDA and the Department of Development work together to prioritize target areas. Mr. Chapman spoke about the non-performing assets that Norfolk has and of more the 300+ vacant lots owned by the City. The objective is to redevelop those properties to the extent possible, returning them to tax revenue generating status. (Attachment #1)

DEVELOPMENT FOCUS AREAS

Mr. Chuck Rigney the Director of Development introduced himself and gave a brief description of the Department's role and how it assists the EDA Board and projects throughout the City. Mr. Rigney commented on the active major projects that are a combined effort between the City and the EDA as well as other projects that the Department of Development is also currently working on, including Waterside. Exterior demolition will commence on Monday, May 16th, 2016 at 10am. From that point

the public will be able to see the process being made and the changes happening to that waterfront property. The construction will not have any impact on the public park at Town Point and all the festivals as City staff is meeting weekly to ensure smooth non-disrupted events. Mr. Rigney noted that Starr Hill Brewery has been the only name announced as a tenant at this time but that the venue will bring a family fun atmosphere again to our downtown. The presentation updated the Directors on all the major projects in the City at this time and the groundbreaking of the Simon Outlet Mall and the progress of The Main, all opening between Spring and Summer of 2017. (Attachment #2)

BUDGET REVIEW

Mr. Yancey presented the budgets for both the EDA and Department of Development. (Attachment #3)

PLANNING PRESENTATION

Ms. Paula Shea, principal planner in long range planning gave a brief presentation of the Military Circle / Military Highway Urban Development Area. Ms. Shea touched on several different areas of that Military Highway corridor area with regard to a new vision, long term resilience, and light rail options. (Attachment #4)

NORFOLK FIRST & LOAN PROGRAMS

Ms. Osborn gave a brief description of the different funds being used for loans that will be offered in the City by the EDA: Citywide partnership fund, global initiatives fund, innovation fund and grow Norfolk fund. Each have specific criteria and application processes to qualify for the loans and the uses of loan proceeds. She explained the application process from filing and credit reports to loan package review by loan committees and loan documentation and re-payment reporting processes. (Attachment #5)

QUESTIONS

During each presentation Directors asked questions and made comments.

ADJOURNMENT

Chairman Garris called for adjournment of the meeting at 11:43 a.m.

Approved by Robert E. Garris, Jr.

- Attachments:
1. Strategic Priorities
 2. Development Focus Area
 3. Budget Review
 4. Planning Presentation
 5. Norfolk First & Loan Programs