

**MINUTES**  
**ECONOMIC DEVELOPMENT AUTHORITY**  
**OF THE CITY OF NORFOLK**  
**Wednesday, September 7th, 2016**  
**Department of Development**  
**500 E. Main Street, Suite 1500**  
**Norfolk, VA 23510**

**Present:**

Directors

Robert E. Garris, Jr. - Presiding  
Michael Lee  
Jeffrey Brooke  
Kim Brown  
Wayne Coleman  
Michael Cox  
Jaeson Dandalides  
Richard Ottinger  
W. Craig Reilly  
Ursula Rhodes  
Antonio Sisco

Counsel

George Consolvo – Kaufman & Canoles

Staff

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

Guests

Jared Chalk – Dept. of Development  
Sandra Choi – Dept. of Development  
Eric Hartley – Virginian Pilot

Absent

Peter Chapman – Executive Director  
Christine Garczynski – Director of Finance

## **MEETING CALLED TO ORDER**

A regular meeting of the Economic Development Authority of the City of Norfolk was held on September 7<sup>th</sup>, 2016. Chairman Garris called the meeting to order at 7:35 a.m. Chairman Garris welcomed the guests present. Ms. Rhodes arrived at 7:45 am and Mr. Sisco arrived at 7:52 am.

## **ELECTION OF OFFICERS**

Chairman Garris asked the board for any recommendations of new officers to the Board to replace the current standing list. Having heard none he asked for a motion.

Upon a motion by Mr. Brooke, seconded by Mr. Reilly, the board unanimously approved to keep the current standing officers as listed below. The vote was 9-0-0.

Chairman – Robert Garris

Assistant Executive Director – Chuck Rigney

Vice Chairman – Michael Lee

Secretary Treasurer – Andrew Yancey

Executive Director – Peter Chapman

Assistant Secretary Treasurer – Dawn Ryan

## **HUD SECTION 108**

Chairman Garris asked for Mr. Consolvo to speak on the HUD Section 108. Mr. Consolvo explained that how the program works: the City executes the note with HUD and the HUD funds will be provided to the EDA through the City to make the lower tiered loans and the lower tiered loans actually support the payment of the City's note; the lower tiered loans are sufficient to pay the interest on the City's note and if unpaid the City loses part of its annual HUD funding; and the EDA will be the body in charge of making the lower tiered loans in the process.

Mr. Consolvo remarked that the regulations allow for what is called a Sub-recipient agreement which allows the City to delegate its loan making authority to the EDA. Mr. Consolvo assured that he expects to have a draft from the City Attorney's office by the next months' meeting and that the amount of the HUD funding is for \$19 Million dollars.

## **NEW BUSINESS**

Chairman Garris asked Mr. Rigney to give an update on all the ongoing projects throughout the City and listed below are some highlights.

- ADP – 600 people downtown – opening in November 2016
- Bank of America – moving businesses are UBS, Bank of America & Maersk all retained in Norfolk
- Waterside property – KBE is general contractor, business names already listed for coming to waterside is Starr Hill, Guy Fieri Smoke House and Fudgery to name a few already announced.
- IKEA – no dirt moving yet, still have to go through site plan
- NRHA – moved out of Royster Building to RBC bank building and renovations for Boutique Hotel 120 – rooms are going through the due diligence process at this time.
- Road Work – Continuous flow intersection – diagrams are underway for Rt.64 and Hampton Blvd.

New development downtown consists of Snyder lot possibilities, the circuit court building extension and Harbor park lots. With the amount of occupancy rates rising downtown to the tune of about 6,000 people the need for a grocery store is more evident and City personnel are actively seeking a good fit.

## **OTHER BUSINESS**

Chairman Garris suggested that next October 2017 be the next all day EDA retreat. Mini retreats will still be arranged if new members come on to the Board in the interim.

Mr. Rigney introduced Sandra Choi so she could provide an update to the Board. She stated that on August 5<sup>th</sup> we released the EB5 – RFP to seek an EB5 affiliate and it is posted on the Norfolk website. On August 24<sup>th</sup> there was a conference to discuss and answer any questions related to the RFP for

interested parties but the RFP closes on October 1<sup>st</sup>, 2016. After that there will be a selection committee to discuss the applicants and make a decision before bringing a recommendation to the Board.

Chairman Garris mentioned the importance of Development staff to the functions of the Board and Mr. Rigney was asked to speak. He advised the Board that Leslie Osborn had left the City to work in the private sector and she would be deeply missed. Chairman Garris asked that Mr. Rigney extend an invitation to Ms. Osborn to our luncheon at the end of October to thank her for her hard work and dedication to the EDA board and the programs she assisted in getting off the ground.

### MINUTES

Chairman Garris asked the Board if there are any questions or adjustments that need to be made to the draft minutes. Hearing none, the August meeting minutes were considered accurate and complete and he asked for a motion to approve the minutes.

Upon a motion by Mr. Sisco, seconded by Ms. Brown, the Board approved the minutes of the August 3rd, 2016 meeting. The vote was 10-0-1, Mr. Coleman abstained.

### ADJOURNMENT

A motion was made, seconded and approved to adjourn the meeting at 9:25 a.m.

Approved by Robert E. Samii, Jr.