

**MINUTES**  
**ECONOMIC DEVELOPMENT AUTHORITY**  
**OF THE CITY OF NORFOLK**  
**Wednesday, September 5<sup>th</sup>, 2018**  
**Department of Development**  
**999 Waterside Drive, Suite 400**  
**Norfolk, VA 23510**

Present:

Directors

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

Counsel

Barry Hunter – Kaufman & Canoles

Staff

Chuck Rigney – Executive Director  
Sean Washington – Secretary-Treasurer  
Dawn Ryan – Assistant Secretary-Treasurer

Guests

George Homewood – Department of Development  
Lenny Newcomb – Department of Planning  
Jeremy Sharp – Department of Planning  
Dawn Best – Froehling & Robertson, Inc.  
Patrick Lane – Froehling & Robertson, Inc.  
Dan Shelton – Whiting-Turner  
Scott Gloff – Whiting-Turner

Absent

Ursula Rhodes  
Christine Garczynski – Director of Finance

## **MEETING CALLED TO ORDER**

Chairman Garris called the meeting to order at 7:35 a.m. and welcomed staff, guests and presenters to the meeting.

## **NEW BUSINESS**

Chairman Garris asked Mr. Rigney to introduce Jeremy Sharp, Senior Planner, Department of Planning for the City of Norfolk. Mr. Sharp's Norfolk Zoning Ordinance Rewrite presentation informed the Board of multiple changes to the Ordinance designed to streamline the process for planning, permits, and development growth to implement Vision 2100. The three major focus areas for the new zoning ordinance were resiliency, preserving and enhancing districts, and empowering neighborhoods. The new ordinance proposes several new strategies for the permitting and approval processes, the most important being to provide a clear operation of all standards and their changes. (Attachment #1)

Chairman Garris advised the Board that Ms. Cheri King with Clifton Larson Allan, LLC., and City auditor had a conversation about the current Fiscal Year audit being done on the EDA books. Since this is the accounting firm's first year auditing the City and EDA, she just wanted to introduce herself, and see if the Board members had any questions they would like her to address in an upcoming meeting. No comments were made. Mr. Washington added that the audit was going well and seemed to be more streamlined with this accounting firm.

## **ELECTION OF OFFICERS**

Chairman Garris asked Mr. Cox and Mr. Brooke to present a list of recommendations for new officers to the Board.

Upon a motion by Mr. Cox, seconded by Ms. Brown, the Board unanimously approved their recommendation of the slate of officers as listed below. The vote was 10-0-0.

Chairman – Michael Lee

Vice Chairman – Antonio Sisco

Executive Director – Chuck Rigney

Secretary Treasurer – Sean Washington

Assistant Secretary Treasurer – Dawn Ryan

Mr. Lee accepted the position of Chairman with the comment he was excited to serve as the EDA Chairman.

### **OLD BUSINESS**

Mr. Rigney made some comments on the Send-it Climbing gym and noted that the company had been asked to accommodate some additional design work for handicapped ramps and sidewalks. Due to these adjustments, the EDA agreed to split some costs, by decreasing the purchase price for the property.

Mr. Rigney noted that two acres still remain in the park and the CIRS formal opening is coming soon.

Final confirmation that the 44,000 sq.ft. of leasable space in the 824 building is finally leased. Sentara is leasing the additional space and will bring an additional 200 jobs to Norfolk. Sentara's expected date for move-in is December 20<sup>th</sup> with rent starting January, 2019. This puts that building in a fully leased status.

### **MINUTES**

Chairman Garris asked the Board to review the minutes for the August 1<sup>st</sup> & August 21<sup>st</sup>, 2018 meetings. Hearing no questions or adjustments, he asked for a motion to approve the minutes of August 1<sup>st</sup>, 2018. Upon a motion by Mr. Sisco and seconded by Mr. Lee, the minutes of the August 1<sup>st</sup>, 2018 meeting were approved by a vote of 8-0-2 (Ms. Brown and Mr. Reilly abstained).

Chairman Garris asked for a motion to approve the minutes of August 21<sup>st</sup>, 2018. Upon a motion by Mr. Lee and seconded by Mr. Coleman, the minutes of the August 21<sup>st</sup>, 2018 meeting

were approved by a vote of 6-0-4 (Mr. Garris, Mr. Brooke, Mr. Cox, and Mr. Reilly abstained).

**ADJOURNMENT**

A motion was made, seconded and unanimously approved to adjourn the meeting at 8:44  
a.m.

Approved by           *Michael W. Lee*          

Attachments: 1. Norfolk Zoning Ordinance Rewrite – Presentation