

ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF NORFOLK

Meeting Minutes

The Economic Development Authority of the City of Norfolk called, and held, its regular monthly meeting on Wednesday, September 2nd, 2020 at 12:03 P.M. on the 10th floor in the Conference Room, 810 Union Street, Norfolk, Virginia 23510

DIRECTORS PRESENT:

Michael Lee – Chair
Antonio Sisco – Vice Chair
Kim Brown
Jaeson Dandalides
Linwood Fisher
Robert E. Garris, Jr.
Carter Smith (*Remote Participation*)
Richard Ottinger

STAFF PRESENT:

Jared Chalk – Executive Director
Sean Washington – Secretary-Treasurer
Dawn Ryan – Assistant Secretary-Treasurer (*Remote Participation*)

COUNSEL PRESENT:

Barry Hunter– Kaufman & Canoles

GUESTS:

Robert Sharak - Dept. of Economic Development (*Remote Participation*)
Michael Paris - Dept. of Economic Development (*Remote Participation*)
Anthony Fontes - Coordinator, Job Skills Training Program, TCC (*Remote Participation*)

ABSENT:

Jeffrey Brooke
W. Craig Reilly
Ursula Rhodes

MEETING CALLED TO ORDER

Chairman Lee called the meeting to order at 12:03 P.M. and thanked staff and directors for attending.

AGENDA OVERVIEW

Mr. Chalk provided an overview of the agenda.

NEW BUSINESS

Mr. Chalk introduced Mike Paris of Dept. of Development and Anthony Fontes of Tidewater Community College. Mr. Paris proceeded to give the Board an updated presentation of the Drive Now Program and the partnership training program with the request for additional supplemental support. This program is a partnership with HRT, TCC and Norfolk Works Center. It is a 12-week CDL drivers training with the result of a CDL license and workplace readiness at the end of training. Mr. Fontes' ask was for the EDA Board to again sponsor this program and his request is for \$10,000 support. (Attachment #1).

Upon a motion by Ms. Brown and seconded by Mr. Garris, the Board unanimously agreed to support the Drive Now Program at \$10,000. Vote 7-0-0.

Mr. Chalk updated the Board on Military Circle Mall and the surrounding parcels and advised them that we would not be pursuing the possibility of purchasing the surrounding two parcels that we had originally discussed. Mr. Chalk indicated that with the Boards approval he would terminate the request and ask for the earnest money deposit be returned.

Upon a motion by Mr. Sisco and seconded by Ms. Brown the Board moved to authorize Mr. Chalk to terminate the request for purchase on both pieces of property on Glenrock Road. Vote 8-0-0.

Mr. Washington outlined for the Board the terms of a CARES Act Relief Fund Grant Program. (Attachment #2). A resolution was presented to the Board to administer and distribute those funds appropriately according the list on Exhibit A of the document.

Upon motion by Mr. Garris and seconded by Ms. Brown, the Board unanimously approved 31 companies under \$15,000 grant, 8 companies under \$25,000, and 11 companies under the \$15,000 non-profit grant. Vote of 8-0-0. (Attachment #3).

FINANCIAL UPDATE

Mr. Washington gave a brief update on the financials as of July 2020, as follows:

Revenue

The EDA received \$455.14 in July, all of which was interest from operating accounts. This brought the EDA revenues, year to date, to \$455.14.

Operating Expenses

For the period, administrative/overhead expenses combined were \$22,108.03, with departmental expenses for June of \$164.00. Non-operating expenses totaled \$0.00. (Attachment #4).

OLD BUSINESS/BRIEFING

Mr. Fisher moved to approve the minutes of the August 5th, 2020 Board meeting. Ms. Brown seconded the motion, and it was approved by a vote of 8-0-0.

ADJOURNMENT

A motion was made, and unanimously approved to adjourn the meeting at 12:55 P.M.

Approved by _____

Attachments:

1. Drive NOW Program - Presentation
2. Norfolk Coronavirus Relief (CORE) Funds - Presentation
3. Resolution approving CARES Act Relief Funds Grant Program
4. Financial Report