

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, April 6, 2022, at 12:00 Noon on the 4th floor of the Dominion Tower, 999 Waterside Drive, Suite 400 Norfolk, Virginia 23510.

Due to COVID-19, the public was also granted electronic access to the meeting via WebEx through a link on the EDA's Website.

**DIRECTORS PRESENT:**

Antonio Sisco – Chair  
Jeffrey Brooke – Vice Chair  
Jaeson Dandalides  
Richard Ottinger  
George Polizos  
Kelsey Host-Sarcone  
Carter Smith  
Morgan Whayland  
Kim Brown

**STAFF PRESENT:**

Jared Chalk – Executive Director

**STAFF PARTICIPATING REMOTELY:**

Sean Washington – Secretary-Treasurer

**STAFF ABSENT:**

Dawn Ryan – Assistant Secretary-Treasurer

**COUNSEL PRESENT:**

Barry Hunter – Kaufman & Canoles, P.C.

**GUESTS:**

Robert Sharak – Department of Economic Development  
Nihal Vasty - Department of Economic Development  
Katelyn Philleo - Department of Economic Development  
Susan Perry - Department of Housing and Community Development  
Dawn Best – Vansant & Gusler, Inc.  
Scott Chewning – The Miller Group  
Tim Harkins – The Miller Group

**REMOTE PARTICIPATION GUESTS:**

None

**MEETING CALLED TO ORDER**

Chairman Sisco called the meeting to order at 12:05 PM and thanked staff and directors present for attending.

Chairman Sisco asked if there were any public comments. There being none, he proceeded with the business of the meeting.

**OLD BUSINESS/BRIEFING**

Chairman Sisco asked the Directors to review the minutes of the March 2, 2022, Board meeting and provide any comments or corrections. There being no corrections, Chairman Sisco entertained a motion to approve the minutes as presented. Director Sarcone moved to approve the minutes, which motion was seconded by Director Smith and unanimously approved with four abstentions by Directors Whayland, Ottinger, Brown and Sisco (Vote 5-0-4).

**AGENDA OVERVIEW**

Mr. Chalk reviewed the agenda items and gave the Board a brief report on the following items: Breeze Airlines; Metronet; Embody; Coastal Storm Risk Management Fund; Norfolk Works; HRBT Joint Procurement with City of Hampton; Greyhound Bus Station Site; Norfolk State of the City Address; and Community Hospitality Partnership.

**NEW BUSINESS / UPDATES**

Mr. Chalk introduced the first presenter on the agenda: Dr. Susan Perry, Director of the Department of Housing and Community Development. Dr. Perry outlined her department’s mission and divisions and then provided an update on the St. Paul's transformation. (Attachment #1)

Following Dr. Perry's presentation, Mr. Chalk gave an update on the Headwaters Resort & Casino.

Mr. Washington then addressed the next item on the agenda: the CAP Loan Resolutions. After noting that Director Smith had joined the CAP Committee and 11 applications had been received, Mr. Washington presented a Resolution to approve loans, under the streamlined process, to Fresh Radio LLC, The Dime Group LLC d/b/a Dime Nail Supply and Less Than LLC, each in the amount of \$25,000. Mr. Washington noted that 0% rate and 6 month deferred options would be offered. After a brief discussion,

upon motion by Director Brooke, seconded by Director Brown, the Resolution was unanimously approved.  
(Attachment #2)

Mr. Washington then presented a Resolution for Loans, considered under the regular process, to Applied Pressure LLC, Commissary Kitchen LLC, and Somnium Fitness LLC, each in the amount of \$50,000, and a loan to NetTek, LLC in the amount of \$100,000. Director Smith gave a brief report of how the CAP Committee considered the applications. In response to Chairman Sisco's question about NetTek, LLC, Director Smith said the large amount gave the Committee some concern, but the Committee decided it was not a huge risk due to factors such as the company doing well in difficult times, transitional employee hiring, and monthly subscription revenue. Director Ottinger inquired as to whether the loan program was revolving or only for one-time loans.

Mr. Washington responded that it was revolving and that of the \$529,499 Federal EDA grant, \$125,000 in loans had been approved to date. He further stated that the EDA had until July to use the funds and that the EDA was on track with the Federal EDA.

Upon motion by Director Brooke, seconded by Director Brown, the Resolution approving the loans was unanimously approved. (Attachment #3)

Mr. Washington then requested the Board accept the 2021 fiscal year EDA audit that had previously been presented and reviewed. Director Brooke moved to accept the audit, Director Ottinger seconded, and the motion was unanimously approved.

#### **CLOSED SESSION**

Mr. Smith moved to convene in a closed meeting by the following motion:

Mr. Chairman, I move that the Directors of the Economic Development Authority of the City of Norfolk convene in a closed meeting pursuant to Section 2.2-3711.A.5 of the Code of Virginia for the purpose of discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in Norfolk. Roll call vote: Director Sisco, Director Brooke,



Director Dandalides, Director Ottinger, Director Polizos, Director Host-Sarcone, Director Smith, Director Whayland and Director Brown, all aye, with no nays. (Vote 9-0-0)

After reconvening in an open meeting, Director Smith read the following certification for consideration by the Board:

The Directors of the Economic Development Authority of the City of Norfolk certify that to the best of their knowledge (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened, were heard, discussed or considered in the meeting by the Directors of the Authority. Roll call vote: Director Sisco, Director Brooke, Director Dandalides, Director Ottinger, Director Polizos, Director Host-Sarcone, Director Smith, Director Whayland and Director Brown, all aye, with no nays. (Vote 9-0-0)

Director Smith then moved to convene in a closed meeting by the following motion:


Mr. Chairman, I move that the Directors of the Economic Development Authority of the City of Norfolk convene in a closed meeting pursuant to (i) Sections 2.2-3711.A.29, and 2.2-3711.A.39, of the Code of Virginia for the purpose of discussion of the award of a public contract involving the expenditure of public funds and discussion of the terms or scope of such contract which relate to the redevelopment of Military Circle Mall, where discussion in an open meeting would adversely affect the Authority's bargaining position or negotiating strategy, and/or discussion or consideration of proprietary information related to economic development which is excluded from mandatory disclosure pursuant to subdivision 3 of Section 2.2-3705.6 of the Code of Virginia and (ii) Section 2.2-3711.A.8 of the Code of Virginia for the purpose of consultation with the Authority's legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel. Roll call vote: Director Sisco, Director Brooke, Director Dandalides, Director Ottinger, Director Polizos, Director Host-Sarcone, Director Smith, Director Whayland and Director Brown, all aye, with no nays. (Vote 9-0-0)

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**ADJOURNMENT**

There being no further business to come before the EDA, Chairman Sisco adjourned the meeting at 2:00 PM.

Approved by  \_\_\_\_\_

Attachments:

- 1. Presentation – DHCD & St. Paul’s Update
- 2. Resolution CARES ACT – RLF Streamlined Loans
- 3. Resolution CARES ACT – RLF Loans