

## 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, May 4, 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  
Kim Brown  
Jaeson Dandalides  
George Polizos  
Kelsey Host-Sarcone  
Carter Smith  
Morgan Whayland

#### **STAFF PRESENT:**

Jared Chalk – Executive Director  
Sean Washington – Secretary-Treasurer  
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  
Tage Counts - Department of Economic Development  
Matthew Hales – Selected Director for EDA  
Larry Pendleton CPA – PC Financial Services  
Michael Hopkins – Fairwinds Landing  
Michael Palmer – Berkley Supermarket  
Scott Chewing – Burns & McDonnell

#### **ONLINE GUESTS:**

Shenette Felton – Assistant Director, Department of Finance  
Jennifer Seay – Department of Economic Development

#### **ABSENT:**

Richard Ottinger

## **MEETING CALLED TO ORDER**

Chairman Sisco called the meeting to order at 12:08 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 April 6th, 2022, Board meeting and provide any comments or corrections. There being no corrections, Chairman Sisco entertained a motion to approve the minutes as presented. Vice Chairman Brooke moved to approve the minutes, which motion was seconded by Director Smith hearing no objections the minutes were approved. (Vote 8-0-0).

## **AGENDA OVERVIEW**

Mr. Chalk reviewed the agenda items and gave the Board a brief report on the following items: Berkley Grocery Store; Maritime Port Infrastructure Resolutions; Berkely Urgent Care Grant; and 628 W. 35<sup>th</sup> Street. Development updates include TeckArk & Embody expansions. Recent and upcoming conferences are IPF Conference, Site Selector site in Germany with HREDA, Main Street America Conference and ICSC, which Mr. Chalk and Mr. Green will be attending in Las Vegas at the end of the month. (Attachment #1)

## **NEW BUSINESS / UPDATES**

Mr. Chalk introduced the first presenter on the agenda: Mr. Michael Palmer, Manager of Berkley Supermarket in Berkley shopping center. Mr. Palmer gave an update on how the grocery store is doing in the area and if it is making an impact on the community around it. Mr. Palmer pointed out a few flaws they are finding with certain systems not being compatible with community when it comes to assistance and explained the challenges, they are having because of it. Since the in-store restaurant has opened about 55% of sales comes from cash and credit cards and 45% EBT payments. Mr. Palmer also explained

the difference if seniors have a United Health Care Card. It can only be used in places like food Lion and Walmart. The Seniors also has a bus associated with the card to be able to get to the location to use it. Concerns with media announcements were addressed but mostly use the social media and Radio. Currently they have weekly sales flyer, but it is not mailed out to community as it would cost more than \$2,000 or more to mail out. Mr. Palmer took a few questions, thanked the Board for the support and left the meeting.

Following Mr. Palmers' presentation, Mr. Chalk announced the newest member of the Economic Development team as Tage Counts who comes to us from the Hampton Roads Chamber. Mr. Chalk then advised the Board that he had placed some hand outs on the tables for informational purposes and refresher of the mission and goals of the EDA board. These handouts included the updated By Laws of the EDA of the City of Norfolk and the code of Virginia Chapter 49 Industrial Development and Revenue Bond Act. (Attachments #2 & #3)

Mr. Chalk then introduced Bob Sharak to speak on the Maritime Administration's Port Infrastructure Resolution. The Lambert's Point Announcement that will make Norfolk one of the leading offshore wind locations. The \$25M Grant that Bob is applying for that will assist with reimbursable costs for the EDA to hire people to run the grant program and administer the finding. Two representatives from the Miller group were present to answer any questions about the Fairwinds Landing financing process and letter of commitment. Mr. Chalk explained they have hired WPA and that the resolution explains the memorandum of understanding between the EDA, Commonwealth of Virginia and Fairwinds Landing LLC. (Attachment #4)

Upon a motion by Vice Chairman Brooke, seconded by Ms. Brown the resolution was approved by a vote 8-0-0.

Mr. Washington then presented on the Berkley Urgent Care Grant issued to Dr. Keith Newby from the City and passed through the EDA in 2018. This grant needed to be readdressed as there were parameters that Dr. Newby needed to abide by for the success of the project. Sentara is interested in the



location and would like for Dr. Newby to sell it for the space. That way Dr. Newby can return the grant money to the EDA/City since the project did finish as stated in the agreement. Requesting the return on a prorated basis.

#### **CLOSED SESSION**

Mr. Polizos 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 Polizos, Director Host-Sarcone, Director Smith, Director Whayland and Director Brown, all aye, with no nays. (Vote 8-0-0)

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

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 Polizos, Director Host-Sarcone, Director Smith, Director Whayland and Director Brown, all aye, with no nays. (Vote 8-0-0)

## OLD BUSINESS

A motion to return the RFP deposits was made by Vice Chairman Brooke seconded by Kim Brown was made due to the extended period for consideration of the proposals for the redevelopment of Military Circle, Mr. Brooke moved that the Authority return the deposits funds to the development teams while the process continues. The request to return deposit funds was unanimously approved. (Vote 8-0-0).

## FINANCIAL UPDATE/OTHER BUSINESS

Mr. Washington handed out the 3<sup>rd</sup> quarter financial report to update the Board on a few changes, however, after a review a few questions were asked, and corrections will were agreed upon those changes will be made and redistributed at the next meeting.

After some discussion about the availability of some directors and staff for the June 1<sup>st</sup> meeting was asking to be move to the second Wednesday due to the Memorial Day holiday weekend right before the meeting. All agreed to postpone the meeting till June 8<sup>th</sup>.

## ADJOURNMENT

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

Approved by



Attachments:

1. Director's Update - Presentation
2. EDA By Law
3. Code of Virginia Chapter 49 Industrial Development and Revenue Bond Act
4. Resolution - between EDA, Commonwealth of Virginia, and Fairwinds Landing LLC