

**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 3, 2023, at 12:00 PM, 4th floor of the Dominion Tower, 999 Waterside Drive, Suite 415 Norfolk, Virginia 23510.

**DIRECTORS PRESENT:**

Antonio Sisco – Chairman  
Jeffrey Brooke – Vice Chairman  
Kim Brown  
Jaeson Dandalides  
Richard Ottinger  
Carter Smith  
George Polizos  
Morgan Whayland – Remote Participation via Microsoft Teams

**STAFF PRESENT:**

Sean Washington – Executive Director

**COUNSEL PRESENT:**

Barry Hunter – Kaufman & Canoles, P.C.

**ABSENTEE DIRECTORS:**

Kelsey Host-Sarcone  
Henri Patten

**ABSTENTEE STAFF:**

Dawn Ryan

**GUESTS:**

Michael Paris – Department of Economic Development  
Robert Sharak – Department of Economic Development  
Nihal Vasty – Department of Economic Development  
Samantha Hudler – Department of Economic Development  
Michael Roggow – City of Norfolk – Finance  
Larry Pendleton – Planning Commission  
Toi Hunter – Hampton Roads Alliance

## **MEETING CALLED TO ORDER**

Chairman Sisco called the meeting to order at 12:03 PM. After it was confirmed that Director Whayland's voice could be heard by persons present at the meeting location, Director Dandalides moved to allow Director Whayland to participate remotely. Director Brown seconded the motion, which was passed, with Director Whayland abstaining. (Vote 7-0-1) Director Whayland's request to participate remotely was due to a personal matter, to be home with her newborn child. Director Whayland participated remotely from her residence in the City of Norfolk. This was the first time Directory Whayland has participated remotely for a personal reason in the calendar year 2023.

## **MINUTES**

Chairman Sisco asked the Directors to review the minutes of the April 5<sup>th</sup> meeting. There being a correction regarding Director Whayland's name being present in the section "Closed Session" and Director Polizos's name not being present, Director Brooke moved to approve the corrected minutes, which was seconded by Director Ottinger. The motion was approved, with Director Whayland abstaining. (Vote 7-0-1)

## **AGENDA OVERVIEW**

Mr. Washington briefly reviewed the agenda, which contained a Director's Report, an update from the Hampton Roads Transit regarding the light rail extension, a loan modification for Care More Movers LLC, and a cooperation agreement for the Commercial Corridor Program.

## **DIRECTORS REPORT**

Mr. Washington gave the Board an overview of the Department of Development's strategy that will include vision, intentionality, and essentialism with fewer things being done better. The department is currently looking to repost a job opening for a Business Development Manager on the Business Creation and Entrepreneurship team. The department has also scheduled interviews for a Business Development Manager on the Business Retention and Expansion (BRE) team. The department's Business Attraction team submitted a grant application on April 27<sup>th</sup> for the Port Infrastructure Development Program and

was awarded the Port Host Grant on April 19<sup>th</sup>. The department continues to be successful with \$56.5 million in Capital Expenditures, 200 Jobs, and 13 projects in the pipeline. The department's Business Creation and Entrepreneurship team has had conversations with all three partners in the Commercial Corridor Program. The first partner, Pedal Retail Advisors, has completed their initial conversations with property owners on both commercial corridors. The second partner, Anderson + Bohlander, has provided community design concepts to the 35<sup>th</sup> Street business community and the Riverview business community. The third partner, Bridging Virginia, has been contracted to assist with the administration of the anticipated façade grants. The department's marketing team is working to create an annual impact report for the EDA, which will highlight the EDA's impact each year. In addition to the impact report, the marketing team is also exploring potential areas of support for business associations. Norfolk Works is continuing to prepare for the "Hire Our Grads" event, which will be a sports-draft style hiring event for Norfolk high school graduates. The event will be in two parts with the first event later this month (May 16, 2023) and the second event aimed for June of this year. Mr. Washington then made the Board aware of the following recent and upcoming events: the ODU Maritime Symposium April 12<sup>th</sup> – April 13<sup>th</sup>, the CHMURA Virginia Economic Development and Housing Focus Group on April 20<sup>th</sup>, The International Downtown Association's Economic Development Summit April 26<sup>th</sup> – April 28<sup>th</sup>, and VEDA/VEDP Virginia Consultants Forum May 15<sup>th</sup> – May 17<sup>th</sup>. (Attachment #1)

Mr. Washington concluded the Director's Report with a financial update and audit report. (Attachment #2)

## **NEW BUSINESS / UPDATES**

Mr. Washington then introduced Ms. Sherri Dawson, Director of Transit Development and Project Manager for the Naval Station Norfolk Transit Corridor (NSNTC) project for Hampton Roads Transit. Ms. Dawson began with a brief overview of the NSNTC project. She indicated that the project's purpose was to improve access and transportation options to high activity areas. Ms. Dawson indicated that the project would have two phases: Phase One to extend the Tide Light Rail to Military Circle Mall, and Phase Two to



connect the Tide Light Rail to Naval Station Norfolk. She reported that Phase One had begun and an environmental analysis is near completion, which found no significant impacts. Ms. Dawson then took questions from the Directors and concluded her presentation. (Attachment #3)

Mr. Washington then introduced Nihal Vasty, a department staff member, to present a loan modification for Care More Movers, LLC. Mr. Vasty began by giving background on the borrower, which was a minority owned, small moving business that received a Micro Loan in the amount of \$25,000 from the EDA which was funded through the Capital Access Program. Mr. Vasty said the business closed during the pandemic due to lack of sales. He stated that the proposed loan modification would lower the monthly payment amount, while maintaining the current interest rate and maturity date (recognizing a future extension may be required). A motion was made by Director Smith, and seconded by Director Brown, to approve the proposed loan modification. The motion passed with Director Dandalides voting nay (Vote 7-1-0). (Attachment#4)

Mr. Washington then addressed the Resolution to approve a Cooperation Agreement between the City and the EDA regarding grants for the Commercial Corridor Program. He reminded the Board that the purpose of the Commercial Corridor Program was to fund façade and interior rehabilitation in designated impact corridors of the City. Mr. Washington indicated the funding comes from the American Rescue Plan Act (ARPA) and the City of Norfolk is prepared to enter into a Cooperation Agreement with the EDA to administer the grants. A motion was made by Director Brooke, and seconded by Director Brown, to approve the Cooperation Agreement, which motion was approved by unanimous vote. (Vote 8-0-0) (Attachment #5)

#### **CLOSED SESSION**

Director Dandalides presented the following motion for consideration by the Board, which motion was seconded by Director Brooke and unanimously approved by roll call vote:

“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.3 of the Code of Virginia for the

purpose of discussion and consideration of the disposition of publicly held real property in the N. Military Highway area of the City where discussion in an open meeting would adversely affect the Authority's bargaining position or negotiating strategy." Roll call vote: Director Sisco, Director Brooke, Director Brown, Director Dandalides, Director Ottinger, Director Smith, Director Polizos, and Director Whayland, all ayes. (Vote 8-0-0)

After reconvening in an open meeting, the Directors unanimously approved the following certification:

"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. "Director Brooke, Director Brown, Director Dandalides, Director Ottinger, Director Smith, Director Sisco, Director Polizos, and Director Whayland, all ayes. (Vote 8-0-0)

#### **NEW BUSINESS / UPDATES CONTINUED**

Mr. Washington updated the Board regarding the demolition of buildings at Military Circle Mall. He said fencing has gone up and will continue to go around areas that are being torn down. Mr. Washington further noted the Ross store at Military Circle Mall would require an amendment to its lease and it will remain open.

#### **CLOSED SESSION CONTINUED**

Director Brooke presented the following motion for consideration by the Board, which motion was seconded by Director Brown and unanimously approved by roll call vote:

"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.7 of the Code of Virginia for the purpose of consultation with the Authority's legal counsel and briefings by staff members pertaining to

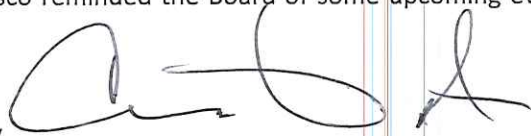
actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the Authority.” Roll call vote: Director Sisco, Director Brooke, Director Brown, Director Dandalides, Director Ottinger, Director Smith, Director Polizos, and Director Whayland, all ayes. (Vote 8-0-0)

After reconvening in an open meeting, the Directors unanimously approved the following certification:

“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 Brown, Director Dandalides, Director Ottinger, Director Smith, Director Polizos, and Director Whayland, all ayes. (Vote 7-0-0) (Director Brown stepped out at 1:35 PM and returned at 1:36 PM in open session)

Chairman Sisco reminded the Board of some upcoming events. The meeting was adjourned at 1:37 PM.

Approved by



Attachments:

1. Director's Report – Presentation
2. FY22 Financial Statements/Auditors' Report
3. Hampton Roads Transit – Presentation
4. Care More Movers - Loan Modification
5. American Rescue Plan Act (ARPA) Cooperation Agreement