

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

**DIRECTORS PRESENT:**

Antonio Sisco – Chair  
Jeffrey Brooke – Vice Chair  
Jaeson Dandalides  
Henri Patten  
George Polizos  
Kelsey Host-Sarcone  
Carter Smith  
Morgan Whayland

**STAFF PRESENT:**

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

**COUNSEL PRESENT:**

Barry Hunter – Kaufman & Canoles, P.C.

**ABSENTEE DIRECTORS:**

Kim Brown  
Richard Ottinger

**GUESTS:**

Bob Sharak - Department of Economic Development  
Luz Grant - Department of Economic Development  
Mia Byrd - Department of Economic Development  
Bre Henderson - Department of Economic Development  
Larry Pendleton – CPA PC Financial Advisors  
Samuel Ghivizzoni – Whiting – Turner  
Catherine King – Whiting – Turner

## **MEETING CALLED TO ORDER**

Chairman Sisco called the meeting to order at 12:01PM 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.

## **MINUTES**

Chairman Sisco asked the Directors to review the minutes of the December 7, 2022 meeting. There being no comments or corrections, Chairman Sisco entertained a motion to approve the minutes as presented. Director Brooke moved to approve the minutes, which was seconded by Director Sarcone, and the motion was unanimously approved. (Vote 8-0-0).

## **AGENDA OVERVIEW**

Mr. Washington briefly reviewed the agenda and introduced the new member of the Department of Development staff, Luz Grant, as the grant's coordinator. Mr. Washington also introduced Samara Sloane as the Department of Development's newest member from the military spouse program who will soon be working on the new version of grant programs.

## **DIRECTORS REPORT**

Mr. Washington gave the Board an overview of Department of Development's strategy that will include vision, intentionality, and essentialism. The updates will include budget submission, strategic plan draft due by mid-month and website refresh in the new year. The marketing improvements will have a branding refresh and strategic ad placement. Business attraction will focus on offshore wind at Lambert's Point Dock, while business retention and expansion will focus on Norfolk Works getting out into the community (like the Weld Now program at Lyon's shipyard, and the Drive Now program partnering with HRT and TCC). The Department of Development will also be focusing on a Commercial Corridor pilot program that will be assisting businesses with technical matters and application for grant programs. The Rosna Theater – 35<sup>th</sup> Street due diligence, closing, and RFP submission should all be

completed by the end of January. (Attachment #1) Financial update for last quarter: in September, \$380,000 was returned to the EDA pursuant to the project agreement for Dr. Newby's medical urgent care facility that never opened due to COVID. The EDA's agreement with Dr. Newby provided that if he did not open the urgent care facility by a specified date, grant monies would be repaid in full. Sentara is now operating the facility. All other budget items and accounting are on track and meet the approved budget.

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

Mr. Washington then introduced Mr. Ray Stoner, Parking Director for the City of Norfolk. Mr. Stoner updated the Board on all of the new features and details of the different parking facilities within the City. He stated that, after increasing in October and November, larceny in the downtown garages decreased in December due to extra security and camera equipment. Reports showed that in October and November there were an estimated 180 cases, and after the above actions were taken, only 7 were reported. Many new changes are being implemented and will continue over the next year. Along with some new cameras, there is also updated lighting and re-lamping with whiter LED lights. Fountain Park Garage is currently going through updates. This garage is for monthly parkers and residents. A new parking system, TIBA, will be installed in the coming year as well. It has a license plate recognition system that assists local police with respect to stolen cars. This equipment will be maintenance free. (Attachment#2)

Mr. Washington then discussed implementation of the Department of Development's Commercial Corridor Pilot Program. He stated that facade and technical assistance grants in an aggregate amount of \$3,800,000 would be paid from the City's ARPA funds. The three consultants to be engaged to assist with the program are (i) Anderson – Bohlander (urban planning); (ii) Pedal Retail Advisors (commercial leasing advice); and (iii) Bridging Virginia (administration of grants). Director Whayland inquired as to restrictions on federal funds and stated that even if the EDA were in compliance with its small purchase procedures, an RFP should be posted on the website. Director Smith noted that with open bids additional resources are required for reviewing responses - so it is a balancing act. Director Whayland



then expressed the view that the EDA's role should be specifically defined. In response to Director Brooke's inquiry as to the timing, Mr. Washington stated that he needed to get the consulting firms engaged before the neighborhood meetings and that there was a deadline on using the ARPA Funds. A motion was made by Director Smith, and seconded by Director Dandalides authorizing the Executive Director, Chairman or Vice Chairman to negotiate and enter into agreements with the outside consultants to assist in the implementation of the program. The motion was approved by vote of 7-1-0 (Director Whayland, Nay).

#### **CLOSED SESSION**

Director Polizos presented the following motion for consideration by the Board, which motion was seconded by Director Smith and unanimously approved:

"Mr. Chairman, I move that the Directors of the Economic Development Authority of the City of Norfolk convene in a closed meeting pursuant to Sections 2.2-3711.A.3 of the Code of Virginia for the purpose of discussion or consideration of the acquisition of real property located in downtown area of the City for public purpose, where discussion in an open meeting would adversely affect the Authority's bargaining position or negotiating strategy, and pursuant to 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 relating title to, and the acquisition and financing of, such real property." Roll call vote: Director Brooke, Director Dandalides, Director Patten, Director Polizos, Director Host-Sarcone, Director Smith, Director Sisco, 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 Brooke, Director Dandalides, Director Patten, Director Polizos, Director Host-Sarcone, Director Smith, Director Sisco, and Director Whayland, all ayes. (Vote 8-0-0)

Chairman Sisco requested a Real Estate Review Committee be established to discuss the Rosna Theater/Boxing Center project. Directors Smith, Polizos, Dandalides and Sisco volunteered to be on the committee.

Mr. Washington and one member of the Department of Development staff to be named later will also serve on the Committee. The meeting of the Real Estate Review Committee will be posted on the EDA's webpage as a public meeting. Upon Motion by Director Brooke, and seconded by Director Patten, the Real Estate Review Committee was established by a vote of 8-0-0.

Mr. Washington reminded the Board that Military Circle Mall would be closing on January 31<sup>st</sup>, and that all tenants would be out by ~~January~~ <sup>February</sup> 15<sup>th</sup>. After Mr. Washington stated that the Article on Military Circle published on December 28 mischaracterized his interview, Director Sarcone requested that the Board be given advance notice of articles to be published as well as future interviews. Director Whayland noted that individual members do not speak for the Board. Director Brooke then commented that he will be writing a letter to the editor in response to the article and sending it that day.

Chairman Sisco asked if there were any additional questions or concerns. There being none, the meeting was adjourned at 2:22 PM.

Approved by 

Attachments:

1. Director's Report – Presentation
2. Downtown Parking - Presentation