

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 6, 2023, at 12:00 Noon, 4th floor of the Dominion Tower, 999 Waterside Drive, Suite 400 Norfolk, Virginia 23510.

DIRECTORS PRESENT:

Antonio Sisco – Chair
Jeffrey Brooke – Vice Chair
Kim Brown
Jaeson Dandalides
Richard Ottinger
Carter Smith
George Polizos
Morgan Whayland
Henri Patten
Simon H. Scott

STAFF PRESENT:

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

COUNSEL PRESENT:

Barry Hunter – Kaufman & Canoles, P.C.

ABSENTEE DIRECTORS:

GUESTS:

Kindra Green – Elizabeth River Trail
Chris Neikirk – Elizabeth River Trail
Robert Garris – Elizabeth River Trail
Councilwoman Andrea McClellan – Elizabeth River Trail, City Council
Dawn Best – Vansant and Gensler
Ian Munro - Virginia Pilot/Daily Press
Catherine King – Whiting-Turner
Michael Paris – Department of Economic Development
Bob Sharak - Department of Economic Development
Maya Keplinger – Department of Economic Development
Alaa Sabbagh – Department of Economic Development

MEETING CALLED TO ORDER

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

MINUTES

Chairman Sisco asked the Directors to review the minutes of the August 2nd meeting. There being no comments or corrections, Chairman Sisco entertained a motion to approve the minutes as presented. Director Brown moved to approve the minutes, which was seconded by Director Ottinger. The motion was approved with Director Brooke abstaining (Vote 9-0-1).

AGENDA OVERVIEW

Mr. Washington reviewed the agenda, which contained a Director's Report, Elizabeth River Trail, VEPCO Easement Resolution, VNG Easement Resolution, Dillard's Sale and Conveyance Resolution, Nominating Committee Report, and Election of Officers.

DIRECTORS REPORT

Mr. Washington gave the Board an overview of the Development Department's strategic plan and presented the updated vision and mission. He informed the Board that a consultant had been engaged for approximately eight months to guide the Department through refining the vision and mission and establishing goals, strategies, and objectives for a 3–5-year plan. Mr. Washington mentioned that copies of the strategic plan will be sent to the Directors. Mr. Washington then discussed the key industry sectors and targets and their alignment with the State VEDP. He shared a Dashboard of Program Key Metrics, tracked monthly using HubSpot. These metrics encompass Total Capital Investment, Jobs Created, and Jobs Retained.

Within the strategic plan document, Mr. Washington explained that each program includes a program description, offering an overview of its activities. Additionally, the plan includes goal statements

outlining the desired outcomes over the 3–5-year period. Individual program goals, specific objectives, and corresponding metrics and strategies were also detailed.

Mr. Washington provided two examples of the program format and shared screenshots of all seven programs, highlighting their goals, objectives, strategies, and metrics. To ensure effective implementation, Mr. Washington emphasized ongoing communication and review processes, including weekly discussions with bureau managers, monthly staff meetings, quarterly extended meetings (lasting up to 2 hours) to evaluate progress, and an annual workshop to assess the achievement of 3–5-year goals.

Mr. Washington lastly presented a financial briefing to the Directors. (Attachment #1)

NEW BUSINESS / UPDATES

Mr. Washington introduced Ms. Kindra Greene, who provided an overview of the Elizabeth River Trail. Ms. Greene noted that the Elizabeth River Trail Foundation is a relatively young non-profit organization and proceeded to share the following information: its Mission statement, the Economic Impact of Trails, Elizabeth River's Achievements, Trail Events, Activation efforts, and Funding Sources. Ms. Greene requested the Directors to consider funding an economic impact study costing between \$20,000 and \$50,000. Mr. Washington requested the Chairman to defer consideration of the request until the next EDA meeting to allow time to address inquiries from the Directors. (Attachment #2)

Mr. Washington provided an update on the ongoing Military Circle demolition as an introduction to the VEPCO Easement and the Virginia Natural Gas Easement Resolutions. He reported that the China Garden and Palace shops had been successfully demolished, with plans for a separate demolition process for the former Chuck E Cheese building. Mr. Washington also informed the Directors that a draft of the RFP for demolition of the Mall buildings was now complete. The plan is to share this draft of the RFP with Optima/Sentara and Ross, affording them the opportunity to review the RFP and ask any questions related to the timeline for asset removal or the measures taken to ensure uninterrupted power and internet services. He emphasized the importance of providing satisfactory answers to their questions to maintain their business continuity. Mr. Washington reminded the Directors that until Optima/Sentara and Ross sign

the Consent and Waiver Agreement, the EDA is legally unable to proceed with the demolition of the Mall. Mr. Washington requested Mr. Hunter to present the Resolutions for the VEPCO Easement and the Virginia Natural Gas Easement at Military Circle, noting that, in connection with the Military Circle Mall demolition, the EDA will require new electric service for lighting.

A motion was made by Director Brooke to approve the Resolution for the VEPCO Easement, and seconded by Director Brown. The motion was approved with Director Scott abstaining since he is an employee of Dominion Energy (Vote 9-0-1). (Attachment #3)

The Chairman then asked for a motion to approve the Resolution for the Virginia Natural Gas Easement. A motion was made by Director Brooke to approve the Resolution and seconded by Director Brown. The motion was approved with Director Whayland abstaining since she is an employee of Virginia Natural Gas (Vote 9-0-1). (Attachment #4)

Mr. Washington presented the Dillard's Sale and Conveyance Resolution. He informed the Directors that Dillard's has officially closed. The EDA bought the Dillard's building on behalf of the City of Norfolk. At the City Council meeting held on August 29th, two ordinances were passed: The first facilitated the transfer of ownership of Dillard's property from the EDA to the City of Norfolk and the second authorized the allocation of 4 million dollars to fund the acquisition from the EDA. The Resolution authorizes the EDA to transfer the EDA's ownership of the Dillard's property to the City. Once the City of Norfolk acquires the land on which the Nordstrom store is situated, the City will have full control of MacArthur Center. A motion was made by Director Brooke to approve the resolution, which was seconded by Director Brown and unanimously approved. (Vote 9-0-1). (Attachment #5).

Director Polizos reported that the nominating committee, consisting of Chairman Antonio Sisco, Morgan Whayland and himself, had met at the Department of Development Offices. After discussing possible nominees, the nominating committee recommended the following slate of officers, which

Director Polizos moved for approval that was seconded by Director Ottinger, and unanimously approved by the Directors:

Chairman	Jeffrey Brooke
Vice Chairman	Morgan Whayland
Executive Director	Sean Washington
Secretary - Treasurer	Michael Paris
Assistant Secretary - Treasurer	Dawn Ryan

(Vote 10-0-0).

Chairman Sisco asked if there were any additional questions or concerns. There being none, the meeting was adjourned at 1:05 PM.

Approved by _____

Attachments:

1. Director's Report – Presentation
2. Elizabeth River Trail – Presentation
3. VEPCO Easement – Resolution
4. VNG Easement – Resolution
5. Dillard's Sale and Conveyance – Resolution