

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, November 1, 2023, at 12:03 PM, 4th floor of the Dominion Tower, 999 Waterside Drive, Suite 400 Norfolk, Virginia 23510.

DIRECTORS PRESENT:

Jeffrey Brooke – Chair
Morgan Whayland – Vice Chair
Kim Brown
Jaeson Dandalides
John Garrett
Richard Ottinger
Simon H. Scott
Antonio Sisco (arrived 12:08pm)
Carter Smith
Henri Patten
George Polizos

STAFF PRESENT:

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

COUNSEL PRESENT:

Barry Hunter – Kaufman & Canoles, P.C.

GUESTS:

Mike Roggow – City of Norfolk – Department of Finance
John Kinsley - Image Business Interiors
Robert Sharak- Department of Economic Development
Terri-Ann Scope – Department of Economic Development

MEETING CALLED TO ORDER

Chairman Brooke called the meeting to order at 12:03 PM and thanked staff and Directors present for attending.

MINUTES

Chairman Brooke asked the Directors to review the minutes of the October 4th meeting. There being no comments or corrections, Chairman Brooke entertained a motion to approve the minutes as presented. Director Ottinger moved to approve the minutes, which was seconded by Director Whayland and approved with Director Brown, Director Polizos, and Director Patten abstaining. (Vote 7-0-3).

After approving the minutes, Chairman Brooke welcomed John Garrett as a new Director. He then invited Director Garrett to introduce himself. Director Garrett said he was excited for the opportunity to work with the EDA, bringing his knowledge from his career working at TowneBank. Chairman Brooke then announced that a decision had been made by the City Manager to permanently appoint Mr. Washington as Director of Economic Development.

AGENDA OVERVIEW

Mr. Washington reviewed the agenda, which contained a City/EDA project update, Commercial Façade Resolution, Budget Committee Formation, and Holiday Event, as well as financial/audit update from Secretary-Treasurer Mike Paris.

DIRECTORS REPORT

Mr. Washington introduced Mr. Paris to present the current financials and budget/audit review process and position. Mr. Paris presented the Balance sheet as of September 30th, 2023, along with the FY2024 budget. (Attachment #1) Director Whayland and Director Brooke both had questions about the status of the audit which Mr. Washington and Mr. Paris stated were on track and should be wrapping up soon. With no other concerns, Mr. Paris yielded the floor to Mr. Washington. Mr. Washington began by reviewing the Department of Economic Development's strategy and vision to remain a trusted partner in

the community. He then addressed the current vacancy and structure of the Department. Mr. Washington informed the Board of the Department's new website.

Mr. Washington gave the Board a brief update on various projects, including city-wide initiatives.

(Attachment #2)

NEW BUSINESS / UPDATES

Mr. Washington informed the Board about the DEME Group, the contractor installing offshore wind foundation, transition pieces and substations for Dominion's CVOW project. They have an office on Boush Street that will have 40 staff members. Mr. Washington mentioned that the EDA had been awarded a PIDP Grant for \$39.27 million for this project.

CLOSED SESSION

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

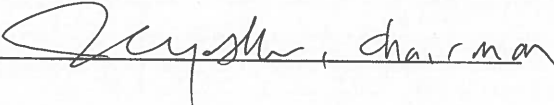
"Mr. Chairman, I move that the Directors of the Economic Development Authority of the City of Norfolk convene in a closed meeting pursuant to Section 2.2-3711.A.3 of the Code of Virginia for the purpose of discussion and consideration of the disposition of publicly held real property in the N. Military Highway area of the City where discussion in an open meeting would adversely affect the Authority's bargaining position or negotiating strategy." Chairman Brooke then initiated a closed-door session and proceeded with Roll call. Roll call vote: Director Smith, Director Ottinger, Director Sisco, Director Patten, Director Garrett, Director Brooke, Director Whayland, Director Scott, Director Brown, Director Dandalides, and Director Polizos, all aye (11-0).

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 Smith, Director Ottinger, Director Sisco, Director Patten, Director Garrett, Director Brooke, Director Whyland, Director Scott, Director Brown, Director Dandalides, and Director Polizos, all aye (11-0).

Mr. Washington asked the Directors to confirm availability for the holiday event. Chairman Brooke stated December 14th would be best for which the other Board members approved. This event will be held at the Chrysler Museum. The event will also serve as an occasion to invite former chairs and members to be recognized for their service to the City of Norfolk.

Chairman Brooke reminded the Board of some upcoming events and then adjourned the meeting at 12.58 PM.

Approved by  chairman

Attachments:

1. Projected and Actual Budget as of Sept. 2023
2. Director's Report – Presentation