



**CITY OF FAIRFAX ECONOMIC DEVELOPMENT AUTHORITY**  
**MEETING MINUTES**  
**Wednesday, July 7th, 2021 6:00 PM**  
**Via Electronic Participation**

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Virtual Meeting via Zoom, Fairfax City, VA 22030

**Commissioners Present:**

Chair Kathleen Paley  
Vice-Chair Jeff Hermann  
Commissioner Soledad Portilla  
Commissioner Tom Ross  
Commissioner Beth Young  
Commissioner Fred Cornett

**Others Present:**

Christopher Bruno, Director for Fairfax City's Office of Economic Development  
Danette Nguyen, Assistant Director of Economic Development/Programs Manager, Fairfax City  
Matthew Easley, Operations and Program Manager, Fairfax City  
Andrew Wilson, Project Manager  
Megan DuBois, Cultural Arts Director

**1. Call to Order**

The meeting was called to order at 6:02 pm by Chair Kathleen Paley.

**2. Adoption of June Meeting Minutes**

Chair Paley made a motion to approve the minutes from the July meeting. Commissioner Ross seconded the motion. A roll call vote was then initiated. Those who said aye were Commissioner Cornett, Commissioner Ross, Commissioner Young, Commissioner Portilla, Commissioner Paley and Chair Hermann.

**3. Mason Enterprise Center**

a. Program Update

No update due to Paula Sorrell and Gisele Stolz being absent.

b. Status of MOU

EDA entered into an LOI that commits the three partners (The City, EDA and George Mason University) to proceed with negotiating the agreement that maintains the partnership in the next iteration of the MEC. EDA is in the phase of reviewing the draft term sheets and sending it back to ISVC. ISVC will contribute their updates to the legal counsel team (EDA – Crystal Kramer and two city represented attorneys, as well as GMU to work out a MOA, which will be sent back to ISVC to make sure it captures the intention of ISVC, then sent to EDA to review and voted on. Director Bruno, hopes to get the document in August to send to EDA for a preliminary review in advance of the Sept meeting to be able to vote on and adopt during the Sept Meeting.

c. Potential Relocation Update

EDA entered into an LIO (separate from the MOU LIO) with property owner at Willow Wood to begin lease negotiations. Savills is beginning that process on behalf of EDA. Director Bruno suspects they will have an update in Aug or Sept meeting to vote on (which should contain a presentation by Saddles and the property owner as well). Chair Paley poses a question of some businesses possibly not being able to make the move based on space or rent changes. To which, Director Bruno, states that the new building will be smaller than the current location and by necessity a couple of the tenants will most likely not be able to make the move to the new facility. He suggests (at a minimum level of effort) to come up with communication or (at a maximum level of effort) a strategy to try and retain those

business that cannot make the move and keep them in the city. With direction from EDA, EDO can begin outreach. Small incentive packages are an option. Could propose to cover the virtual membership for a year for current tenants at the new ME building. Director Bruno suggests that, when Gisele Stolz returns, we go over options with her and ED staff can come up with a matrix of proposed options around mid August. Commissioner Soledad Portilla asked about time frame of the relocation, to which Commissioner Tom Ross and Director Bruno respond with approx. 15- months, due to an extension they received. Director Bruno adds we will need to identify a project manager to move this facility. ED Staff will see if Savills has project managers on staff or subcontracted to allow us to access the credit from them to minimize cost for us. Bruno will check if procurement laws allow us to do that and will have an answer by the end of July. Commissioner Beth Young asks if this information is public, Bruno answers yes and states we will shoot a press release once we're ready to formally announce it, however, the tenants are aware that the process is happening. Bruno is schedule to meet with them in early Sept.

#### **4. Draper's Construction Update**

##### **a. Construction Progress/Timeline**

Project Manager, Andrew Wilson states that the bricklaying started today with some delay in the back side of the building. Yesterday, plumbing and gas inspections were made. Tomorrow electrical, dry wall and so forth. There are issues with a temporary line and fiber vs copper pricing. The current schedule is to be finished by early to mid August. Chair Paley asks if there will be outdoor dining to which Wilson answers yes. Commissioner Portilla asks about a second level, Wilson responds that there will only be one level.

##### **b. Board of Architectural Review**

Director Bruno, explains that part of this negotiation (in conjunction with historic Fairfax City Inc) was to hire a muralist to place a mural on the back of the building to reflect the historical significance of the property. We are at that stage where we have to identify and pay a muralist to do this. Cultural Arts Director, Megan Dubois big initiatives is getting public art in the city and went to Development and Planning to inquire about the process of getting the mural. Because the brick is Chantel and not viewed as painted brick murals are not allowed on unpainted brick due to it's a historical overlay. Appealing this decision would involve going in front of the BAR and process our application. We would also need a letter, coming from the EDA in support of the project, as well as a representative from the EDA. Commissioner Ross asks if there is going to be a working session and vote and if we need legal counsel from this group. Director Bruno answers, we do have EDA legal counsel and we will certainly ask her. CMP staff has told us that this is pretty straightforward. Bruno would like the mural to be engaging, social media worthy and will tie back to the city.

Chair Paley made a motion to authorize the EDA to send a letter of support. Motion was seconded, Those who said aye were Commissioner Cornett, Commissioner Ross, Commissioner Sorrell, and Commissioner Portilla.

#### **5. EDO Office Update**

##### **a. Summer Programs**

The Sunday sessions, outdoor music and Old Town Plaza is currently going on and the next event is on July 18 It is from 12 until 130 and it is a partnership with Parks and Recreation and Earps Ordinary. The Katherine Johnson middle school storywalk in Old Town Fairfax and fair city mall with businesses displaying pages of books related to Katherine Johnson and their storefront windows were engagement with city's business community and students and families of the school (market reach is approx. 2,000 students and families). Explore Fairfax City, is an initiative where George Mason freshmen/sophomore will be coming to campus to explore Fairfax City. As part of the university's sort of kickoff for the upcoming semester. It is Saturday August 21 from 5 to 9pm, and they are anticipating, bringing around 300, two years ago we had about 500 students. Asian Festival on Main is happening on Sunday July 25 from 12 until 9, Bruno encourages everybody to go to this festival, run by the Old Town Fairfax association with limited support from the Economic Development. Additional the Z Cards, have gotten a lot of positive feedback and are extremely popular.

b. Staff

Temporary positions have rolled into full-time permanent positions. Bruno, thanks the Mayor and City Council. Matthew Easley, has joined our permanent staff. EDA is working on identifying engagement specialists and have also identified a couple of other positions, one that they are using EDA funding for is the accounting specialist, which they hope to have someone here at the next meeting.

**6. Public Comments via Zoom/in person**

There was no public comment

**7. Adjourn**

The meeting was adjourned at 7:10 p.m.

**Next regular meeting of the EDA is scheduled for the 1<sup>st</sup>, of September 2021.**