



CITY OF FAIRFAX ECONOMIC DEVELOPMENT AUTHORITY
MEETING AGENDA

Wednesday, October 11, 2023, 4:00 p.m.
10300 Eaton Place, Conference Room B, Fairfax VA 22030

Economic Development

10300 Eaton Place, Conference Room B, Fairfax, VA 22030

Commissioners Present:

Chair Beth Young
Vice Chair Kathleen Paley
Treasurer Dawn McGruder
Secretary Tom Ross
Commissioner Fred Cornett
Commissioner Mitchell Cho
Commissioner Jeffrey Hermann

Others Present:

Christopher Bruno, *Director/ President & CEO*, Economic Development Office
Nicole Toulouse, *Senior Assistant Director*, Economic Development Office
Matthew Easley, *Vice President*, Economic Development Office
Tara Borwey, *Programs Manager*, Economic Development Office
Joey Peppersack, *EDA Associate*, Economic Development Office
Kyle Laux, *Senior Vice President*, Davenport & Company
Chris Kulp, *Partner*, Hunton Andrews Kurth LLP
JC Martinez, *CFO*, City of Fairfax

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1. Call to Order *Chair Young*
 - a. Meeting Called to order at 4:01pm
 2. Adoption of October Meeting Agenda [VOTE] *Commissioners*
 - a. Secretary Ross motions to adopt the agenda.
 - b. Seconded by Vice Chair Paley.
 - c. Passes unanimously.
 3. NOVA Labs Update (w/ Q/A 15 mins) *Jim Sweeney*
 - a. NOVA Labs presents a trend in upward growth.
 - b. Jim Sweeney states there is "\$400k in the bank".
 - c. Explains there are upcoming costs associated with various updates to their building and HVAC, bathrooms, dust collection, ventilation systems, new classrooms, new robotics area (120 total kids in robotics this year).
 - d. High school team qualified for world championships in robotics.
 4. Secretary Ross asks what types of courses are being offered for the "Makers School" program:
 - a. Jim Sweeney responds with an extensive list of courses being offered, building your own skateboard, building gaming stations, etc.

- b. Also states that they are in the process of hiring a director for this program.
 - c. They are taking in \$80,000 of revenue with this program.
5. Presentation Continuation:
- a. Jim Sweeney mentions that the Prime Minister of the U.K met with the FIRST team who was asked to demonstrate their robot for him.
 - b. Jim Sweeney states that they are still in the process of choosing a mural for the side of their building.
 - c. Jim Sweeney mentions some interior upgrades being done.
 - d. Skills Development: presents a workforce development opportunity for high schoolers to learn machine building from NOVA labs metal shop instructors. Jim Sweeney mentions they are still working on growing this.
 - i. Some issues regarding this are still being worked out.
 - e. Vice Chair Paley asks how this differs from already existing high school programs:
 - i. Jim Sweeney answers that while high schools have similar programs, however this one has an instructor with more specialized experience.
 - f. Secretary Ross asks if MAKERS staff is full-time or part-time.
 - i. Jim Sweeney answers that they are full-time in the summer but teachers during the school year.
 - g. Vice Chair Paley asks what the purpose for starting with high schoolers for their skills development instead of adults:
 - i. Jim Sweeney answers that this is due to buy-in from kids.
 - ii. Also mentions that they need some English speakers who also speak Spanish.
 - h. Commissioner Cornett asks when capital improvements will be completed.
 - i. Jim Sweeney says the anticipated completion timeline concludes at the end of the year.
 - i. Senior Assistant Director Toulouse asks when the PM from the U.K visited and if there was any press involved with this event:
 - i. Jim Sweeney answers that there isn't any press that he knows of and the PM visited around 6 months ago.
 - j. Senior Assistant Director Toulouse asks Jim Sweeney if he would be interested in utilizing existing EDA

resources/connections for his workforce/skills development program.

- i. Jim Sweeney says he will consider this.
- k. Vice President Easley reminds Jim Sweeney that the next time an important event such as the PM of the U.K visits that they should leverage EDA resources to gain exposure.
- l. Commissioner Cho echoes Vice President Easley's point and asks if NOVA labs has considered using the TV program "Battle Bots" to gain exposure.
 - i. Jim Sweeney answers that a former student of NOVA labs competed on this TV program and has won a competition before.
- m. Jim Sweeney reiterates that he needs more space to match growth.

Off-topic: Chair Young introduces recently appointed Commissioner Patrick Soleymani to the EDA whose term begins Oct 14th. Commissioner Soleymani is the Associate Dean of the GMU Business School and is a professor in the management area.

6. Program Updates (15 Mins w/ Q&A)

Manager Borwey

- a. Fall Crawl
 - i. Manager Borwey states this is quickly approaching on Oct 21st running from 10am – 6pm in Old Town.
 - ii. Notably Commonwealth Brewing has joined.
 - iii. Old Fire Station #3, High Side, Drapers, Capital Ale House, are also going to participate.
 - iv. Manager Borwey specifically mentions Old Dominion Pizza as a great contributor to the community and fantastic to work with.
 - v. The Crawl will begin at both 12:00pm and 3:00pm on October 21st to help break up the day. It will be a 6-hour day instead of 5-hour day. Engagement has beaten out all previous crawls.
 - vi. The EDA is partnering with both the CFCC & OTFBA to help put on the event.
- b. Culinary Workforce Project
 - i. Since releasing the survey out into the restaurant community of City of Fairfax and Vienna. Staffing is becoming a prevalent issue.

- ii. Details will follow.
- c. Treasurer McGruder asks how many restaurants we have currently within city limits.
 - i. Manager Borwey answers according to the commissioner of the revenue between 150 – 180 at any given moment.
- d. Secretary Ross asks if this project will be in partnership with Josh Alexander’s program.
 - i. Manager Borwey answers that this hasn’t been eliminated. They are currently considering partnerships with various other entities.
- e. CEO Bruno mentions that Josh Alexander’s program has received some initial seed funding from the EDA and that the EDA will be viewing how impactful that funding is.
- f. Manager Borwey takes a moment to speak about the fall festival and states that the EDA will be running a booth during this event.

Chair Young takes a moment to emphasize that ribbon cuttings are an important aspect of showing support to new businesses in the community.

7. Convene Closed Session with Legal Counsel **[VOTE]**

Commissioners

- a. Secretary Ross motions to convene a closed meeting under Section 2.2-3711.A.8 of the *Code of Virginia* for consultation with legal counsel.
- b. Motion passes unanimously.
- c. The Economic Development Authority retired into a closed meeting at 4:32pm.

8. Reconvene **[VOTE]**

Commissioners

- a. At 5:13pm the Economic Development Authority concluded its closed meeting for consultation with legal counsel.
- b. Passed unanimously.

9. Consideration of Resolution Approving Issuance of Public Facility Revenue Bonds, Series 2023, for the Benefit of the City of Fairfax and Approving Forms of Related Financing Documents **[VOTE]**

*Davenport & Company LLC,
Financial Advisor to City
Hunton Andrews Kurth LLP,
Bond Counsel*

- a. Kyle Laux provides brief context that the city council unanimously approved financing for general government capital projects. Clarifies that the EDA’s role is to serve as a conduit for the financing and bond issuance, which he clarifies is a

common practice. States this vote would be the last action required to allow this to move forward.

- b. Chris Kulp states his role is to ensure that this process follows state law and federal tax and securities law.
- c. Vice Chair Paley asks on behalf of the commissioners if these agreements are legally compliant in the state of Virginia.
 - i. Chris Kulp states that the agreements are drafted within those parameters.
- d. Vice Chair Paley asks on behalf of the commissioners if these agreements absolve the EDA as an entity and each commissioner individually from any liability.
 - i. Chris Kulp answers that this is correct and is consistent with state law and EDA statutes. Bond holders are looking to the city and not the EDA. There is no personal liability from commissioners.
- e. Secretary Ross asks what projects will be funded with the first tranche of money of \$24 Million.
 - i. Chris Kulp states this will be filled in when more details are finalized.
 - ii. Kyle Laux states that the funding is adopted via city CIP. Replacement fire station, park projects, police parking garage, etc. This will be included in the document with specificity once more information is available.
 - iii. Chris Kulp states it is in their interest that these funds are used solely for these projects.
- f. JC Martinez, Chief Financial Officer for the City re-states that this is only the first tranche of money out of three, this same action will happen the same time next year. Tranche 2 will be a slightly larger amount, a year may be taken off, and then Tranche 3 will be a slightly larger amount.
 - i. Secretary Ross asks if those tranches are covered by supplemental agreements.
 - 1. Kyle Laux answers that each one will be its own separate bond issue. In one year, it will be a very similar process.
- g. Chris Kulp clarifies that the commission is adopting the resolution as presented, not just the forms provided.

h. Vice Chair Paley moves that the approved resolution as presented in the commissioner packet, and that the commission approve the agreements as-to-form for later completion with details.

i. Commissioner Hermann seconds.

1. Commissioner Hermann votes aye.
2. Commissioner Cho votes aye.
3. Commissioner Cornett votes aye.
4. Treasurer McGruder votes aye.
5. Secretary Ross votes aye.
6. Vice Chair Paley votes aye.
7. Chair Young votes aye.
8. Resolution is adopted 7 – 0.

10. Adoption of September Meeting Minutes [VOTE]

Commissioners

a. Secretary Ross moves to adopt the September meeting minutes.

- i. Commissioner Hermann seconds.
- ii. Passes 6 – 0.
- iii. Vice Chair Paley abstains.

11. Adoption of September Special Meeting Minutes [VOTE]

Commissioners

a. Secretary Ross moves to adopt the Special September meeting minutes.

- i. Commissioner Cornett seconds.
- ii. Passes 6 – 0.
- iii. Vice Chair Paley abstains.

12. Public Comment (5 Mins)

Public

- a. Chair Young takes a moment to recognize Commissioner Cornett for his many years of service, 2 full 4 year-terms: serving as Chair, Treasurer twice, and Commissioner. His expertise has been absolutely valuable to the commissioner and his impact has been felt by Fairfax City.
- b. Vice Chair Paley echoes the words of Chair Young and expresses gratitude to Commissioner Cornett.
- c. Secretary Ross expresses his recognition of Commissioner Cornett's service.
- d. CEO Bruno says he is extremely grateful and thanks Commissioner Cornett for his service and assistance to all EDA staff.
- e. Commissioner Cornett expresses thankfulness to the EDA for providing him with a wonderful experience.

- f. Doug Church of the CFCC expresses excitement that Commissioner Cornett is back in the public space and thanks him for his service.

13. Adjourn

Chair Young

- a. Meeting adjourned at 5:40pm.

*****Next Meeting: Wednesday November 1, 2023*****

6pm, Residence Inn by Marriott, 3565 Chain Bridge Rd, Fairfax VA 22030

Subject to Change. Please Check fairfaxcityconnected.com for more information.