

**ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF CHESAPEAKE
THURSDAY, AUGUST 17, 2017**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, August 17, 2017, at 3:00 p.m. at the Economic Development office, 676 Independence Parkway, Chesapeake, VA.

MEMBERS PRESENT: Clyde T. Clark, Jr., Chairman; John B. Maddux, Vice Chairman; Dan G. Bell, Treasurer; Russell G. Hanson, Jr., Member; Jeffrey "J.T." Fisher, Assistant Secretary; Patrick L. Reynolds, Member; Vonda W. Chappell, Member

MEMBERS ABSENT: Teresa C. Peters, Secretary; Robert L. Riddle, Member

ALSO PRESENT: Steven C. Wright, Executive Secretary

COUNSEL PRESENT: Jim Pickrell, KPCT PC, EDA Attorney

STAFF PRESENT:
Ben White, Chesapeake Economic Development
Voncile "Von" Gilbreath, Chesapeake Economic Development
Constantia Matthews, Chesapeake Economic Development
Sherry Barnette, Chesapeake Economic Development
Jillian Pittman, Chesapeake Economic Development
Dulishu Mapp, Chesapeake Economic Development

GUESTS PRESENT: Mr. James Baker, City Manager
Jan Proctor, City Attorney

Clyde T. Clark, Jr., Chairman declared a quorum present and called the meeting to order.

PRESENTATIONS:

Mr. Steven Wright, Chesapeake Economic Development, announced that the Economic Development Department has new staff. Mr. Wright explained why there was a shortage in staff, and introduced Jillian Pittman, and Dulishu Mapp.

MEETING MINUTES: After a review of the July 20, 2017 Meeting Minutes, Mr. John B. Maddux made a motion, seconded by Mr. Russell G. Hanson, and carried unanimously to accept the Minutes from the June 15, 2017 Meeting.

TREASURER’S REPORT: Mr. Steven Wright, Chesapeake Economic Development, reported the financial statements for July 2017. Mr. Wright announced that the funds in the TowneBank account were moved to the Fulton Bank account. Mr. Russell G. Hanson, Jr. questioned why the account had maintenance fees. Mrs. Constantia Matthews explained that the account went under a certain dollar amount and accrued the fee, but the bank would be reimbursing the account. After hearing no further questions or concerns, Chairman Clyde T. Clark, Jr. declared the July 2017 Treasurer’s Report filed for audit.

INVOICES:

After a review and upon recommendation by Mr. Steven Wright, Mr. John Maddux made a motion; seconded by Mr. Patrick Reynolds and carried unanimously to approve for payment the following invoices. The Solitude Lake Management invoice was left off of the agenda in error and was motioned by Mr. John; seconded by Vonda W. Chappell and carried unanimously to be added to the list and to be approved for payment.

Beskin-Drivers Insurance Group (Inv #201700701701 Pol#MP0045001001855 Liability ins, 7/17/2017).....	664.53
Hassell & Folkes, P.C. (Inv #72174 Professional Services for Landing West Xing, 08/03/2017).....	2040.00
Basnight Land & Lawn, Inc. (Inv #82284 Grounds Maintenance Service, 8/1/2017).....	3,364.77
Dominion Power (Inv #9578017346 services for 444 Network Sta., July 2017).....	438.84
Dominion Power (Inv #1260413354 services for 411 Innovation Dr., July 2017).....	309.18
Basnight Land & Lawn, Inc. (Inv #82484 Irrigation Repairs for Oakbrooke, 7/27/2017).....	1118.00
Chesapeake Insurance Services (Inv #4825 Public Officials Coverage, 7/26/2017).....	3445.64
Chesapeake Wine Festival (Chalet for Wine Festival 2017, 8/8/2017).....	2000.00
Decisions LLC. (EDIP incentive grant, 7/6/2017).....	8000.00
Hassell & Folkes, P.C. (Inv #72202 Professional Service for Smith Ave., 8/11/17).....	360.00
MBP (Inv #506539 Professional Services for Greenbrier Parking Garage, 8/10/2017).....	9000.00
Minor and Associates (Inv #121671 Professional Services for Year End work, 8/2/2017).....	118.75
Solitude Lake Management, (Inv #PI-A00127142 Oakbrooke Lake & Pond Mgmt, 08/01/2017).....	812.00

UNFINISHED BUSINESS:

ECONOMIC DEVELOPMENT UPDATE:

Ms. Voncille “Von” Gilbreath provided the Economic Development update and mentioned that expansion activity continues to be great. Ms. Gilbreath explained that INIT had an open house on August 3rd in Oakbrooke. Mr. Patrick Reynolds asked if Ms. Gilbreath received the additional plans for the property, and Ms. Gilbreath explained that they are still in the works. Hoffman beverage is another expansion and on August 23rd the company will be having a ribbon cutting for the opening of the facility. DBIII Logistics has been expanding their facility as well and plans to have an open house in September.

OAKBROOKE BUSINESS AND TECHNOLOGY CENTER UPDATE:

Mr. Steven Wright stated that there were no updates with this matter at this time.

GREENBRIER NORTH COMMERCE PARK (SEVTC) UPDATE:

Mr. Steven Wright explained that a requirement of the ENS plan is to put in a retention basin for the development of the site. Mr. Wright further explained that it is also required to refill the hole, and that the deadline to do so is vastly approaching. The Authority was informed that at the next meeting there will be a discussion about an estimate by A&W to fill the basin back in with the original sediment.

Mr. Wright requested the Authority's approval for the quote by A&W contractors. Mr. John Maddux made a motion which was seconded by Mr. Dan G. Bell and carried unanimously to approve \$63,806.50 to fill in the sediment basin by A&W contractors.

SUBCOMMITTEE REPORT FOR RESOLUTION ON BUSINESS TAXES

Ms. Vonda W. Chappell stated that she needed to know the procedure to request a list of data that we need from the City of Chesapeake relative to tax information. Mr. Patrick L. Reynolds studied other municipalities and the way they handle business taxes, and suggested that their plan should be mirrored. The city lawyer volunteered her services to help assist in these issues.

WESTERN BRANCH UPDATE

Mr. Steven Wright stated that the Chesapeake Square Mall went up for sale, and that the Economic Development department registered for the offering. Mr. Wright explained that he had a conversation with Mission Capital and they stated that they have received a variety of offers and responses. A letter was sent on the behalf of the Authority to the City Council stating that it is important that the entity that acquires the mall will have a good working relationship with the City of Chesapeake.

2017 CHESAPEAKE WINE FESTIVAL:

Mr. Steven Wright requested the Authority's approval to sponsor the upcoming 2017 Chesapeake Wine Festival. Mr. Russell Hanson made a motion which was seconded by Mr. John Maddux and carried unanimously to approve \$3,700.00 for the catering and the chalet at the 2017 Chesapeake Wine Festival.

SBDC OF HAMPTON ROADS:

Mr. Steven Wright stated that Mr. Jim Carroll made a request to the Authority for \$8000 to help in the growth of small businesses. Mrs. Constantia Matthews provided information on what the City of Chesapeake and other municipalities have sponsored in the past and present. Mrs. Matthews also found that we have not contributed to the SBDC since 2014.

Mr. Steven Wright requested the Authority's approval for a contribution to the SBDC of Hampton Roads. Mr. Dan G. Bell made a motion which was seconded by Mr. J. T. Fisher and carried unanimously to approve \$8000 for a contribution to the SBDC of Hampton Roads.

NEW BUSINESS:

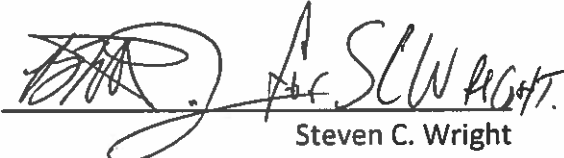
Mr. Steven Wright stated that there is no new business to be discussed.

EXECUTIVE SESSION:

Mr. John B. Maddux made a motion to enter into Executive Session which was seconded by Mr. Dan Bell.

Mr. Patrick Reynolds made a motion to leave the Executive Session which was seconded by Mr. Russell Hanson.

ADJOURNMENT: There being no further business to discuss, it was the consensus to adjourn the meeting.


Steven C. Wright
Executive Secretary