

MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF CHESAPEAKE
THURSDAY, February 17, 2015

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, February 17, 2016, at 3:00 p.m. in the Authority's office located at 676 Independence Parkway, Suite 200, Chesapeake, VA.

MEMBERS PRESENT: Clyde T. Clark, Jr., Chairman; John Maddux, Vice-Chairman
Dan Bell, Secretary; Teresa Peters, Assistant Secretary; Russell Hanson;
Vonda Chappell; Patrick Reynolds; Robert Riddle

MEMBERS ABSENT: J. T. Fisher, Treasurer

ALSO PRESENT: Steven C. Wright, Executive Secretary

COUNSEL PRESENT: Jan Proctor, Chesapeake City Attorney

STAFF PRESENT: Ben White, Chesapeake Economic Development
Robert D. Moore, Chesapeake Economic Development
Preston Wilhelm, Chesapeake Economic Development
Von Gilbreath, Chesapeake Economic Development
Joan Fowler, Chesapeake Economic Development

GUEST PRESENT: Jim Baker, Chesapeake City Manager
The Honorable Debbie Ritter, Chesapeake City Council
The Honorable Roland Davis, Chesapeake City Council
The Honorable Robert Ike, Chesapeake City Council
Andrew Fox, Chesapeake City Attorney
Linda Keith, INIT Innovations in Transportations, Inc.
Dave Hackbirth, CBRE
Todd Savage, Tymoff + Moss Architects
Cecil Jenkins

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

PRESENTATION FROM INIT, INNOVATIONS IN TRANSPORTATIONS, INC.:

MEETING MINUTES : After a review of the January 21, 2016 Meeting Minutes, a motion was made, seconded and carried unanimously to accept the Minutes from the January 21, 2016 Meeting.

TREASURER'S REPORT: Steven C. Wright, Chesapeake Economic Development, reviewed the financial statements including the LGIP Account for January 2016. Hearing no questions or concerns, Chairman Clark declared the January 2016 Treasurer's Report filed for audit.

OPENING OF PUBLIC HEARING ON IRB APPLICATIONS: None for the month of February 2016.

PRESENTATION OF FINAL BOND DOCUMENTS & OTHER RELATED IRB BUSINESS: None for the

month of February 2016.

INVOICES:

After a review and upon recommendation by Steven C. Wright, a motion was made, seconded and carried unanimously (with the exception of Robert Riddle who abstained from voting on the Solitude and the A & W Contractors, Inc. invoices) to approve for payment the following invoices:

Basnight Land & Lawn, Inc. (Inv #75509 Grounds Maint February 2016)	3,364.77
Dominion VP (Acct #1260413354 411 Inn Dr 12/18/15-01/21/16)	443.44
Dominion VP (Acct #9578017346 444 Network Sta 12/18/16-01/21/16)	584.62
Solitude (Inv #PI-A00061539 02/01/16-02/29/16)	767.00
HRUBS (Acct #1418162632 4300 Portsmouth Blvd)	101.06
Verizon (Acct #00069832411230Y 4300 Portsmouth Blvd)	78.81
Macsons, Inc. (Proj: SECTV – Demolition Bldgs. 1 & 2)	21,622.95
Minor & Associates (Inv #121459 Ore-Audit Work)	308.75
Hassell & Folkes (Inv #70140 Smith Avenue)	5,027.50
Hassell & Folkes (Inv #70147 Oakbooke)	795.00
A&W Contractors, Inc. (Oakbrooke – Clearing and Grading Lot 1)	108,482.88

ECONOMIC DEVELOPMENT UPDATE:

Ben White provided a projects update for the years' 2013-2015. This was for information only; no action was taken.

OAKBROOKE BUSINESS & TECHNOLOGY CENTER PROJECT UPDATE: Joan Fowler provided the following update:

- Staff recently met with representatives from Sports Medicine & Orthopaedic Center (SMOC); SMOC was excited about their new building and progress of construction

GREENBRIER NORTH COMMERCE PARK (SEVTC) UPDATE: Joan Fowler provided the following update:

- A & W Contractors, Inc. are in the process of clearing the trees off the majority of the land
- Staff will soon be entering into a formal agreement with Oceaneering to do an Economic Development Investment Grant to finalize the ABNB roadway. Staff will keep the Authority posted on any new details

STRATEGIC PLAN UPDATE: Member John Maddux informed the Authority that Sanford Holshouser will be conduct the focus group meetings on Tuesday, February 23, 2016 and Wednesday, February 24, 2016 at RRMM Architects in Chesapeake, VA. There will be four (4) focus groups; Urban, Suburban, Rural and Commerical Real Estate. This was for information only; no action was taken.

WESTERN BRANCH TASK FORCE STEERING COMMITTEE: Chairman Clark stated that the taskforce is still waiting to have their next meeting wtih City staff personnel; waiting on City Manager's approval. Staff will keep the Authority posted on any new details. This was for information only; no action was taken.

RESOLUTION TO AUTHORIZE INVESTMENT GRANT: A prospect qualified for an award from the

Economic Development Investment Grant Program from the City of Chesapeake. After a review, a motion was made, seconded and carried unanimously to accept the resolution awarding an investment grant in the amount of \$55,000.00 to the qualifying company.

WESTERN BRANCH FIELD HOUSE PRESENTATION: Council Member Roland Davis provided a Western Branch Field House project overview. This was for information only; no action was taken.

HAMPTON ROADS CHAMBER OF COMMERCE 2016 CHESAPEAKE STATE OF THE CITY LUNCHEON: In previous years, the Authority had hosted a table at the State of the City. Staff believes this is a good opportunity to invite new and existing Chesapeake businesses to the luncheon to fellowship with staff and members of the Authority. Staff recommends the Authority become a table sponsor in the amount of \$750.00.

A motion was made, second and carried unanimously to purchase a table sponsorship in the amount of \$750.00 at the 2016 Chesapeake State of the City Luncheon.

MEMBER ROBERT RIDDLE REQUEST: Member Riddle requested that the Authority receive monthly updates regarding the Western Branch Theater from staff.

EXECUTIVE SESSION: John Maddux made a motion, seconded by Patrick Reynolds and carried unanimously to assemble informally in closed meeting in accordance with the Virginia Freedom of Information Act, Section 2.2-3711 attached hereto and made apart hereof.

Robert Riddle made a motion, seconded by Russell Hanson and carried unanimously to adjourn the Executive Session in accordance with the resolution as indicated on Form II of the Virginia Freedom of Information Act, Section 2.2-3711B hereto and made apart hereof.

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

A handwritten signature in black ink, appearing to read 'Steven C. Wright', is written over a horizontal line.

Steven C. Wright
Executive Secretary

Chesapeake Economic Development Authority
January 2016
Treasurer's Report

Balance Forward 01/31/2016 \$ 3,997,241.83

Type	Date	Num	Description	Amount	Balance
Balance Forward					\$ 436,888.82
Deposit	01/29/2016		Interest	125.30	
Deposit	01/29/2016		DVP Refund Check	21.74	
				<u>147.04</u>	
Check	12/10/2015	4434	Virginians for High Speed Rail	(3,000.00)	
Check	01/21/2016	4450	Basnight Land & Lawn, Inc.	(3,364.77)	
Check	01/21/2016	4451	Dominion Va Power	(381.92)	
Check	01/21/2016	4452	Dominion Va Power	(449.71)	
Check	01/21/2016	4453	Solitude Lake Management	(767.00)	
Check	01/21/2016	4455	Verizon	(78.81)	
Check	01/21/2016	4456	Macsons Inc	(42,365.05)	
Check	01/21/2016	4457	Minor & Associates	(261.25)	
Check	01/21/2016	4458	Hassell & Folkes	(6,892.50)	
Check	01/21/2016	4459	Hassell & Folkes	(2,103.75)	
Check	01/21/2016	4462	Chesapeake Regional Health Foundation	(4,000.00)	
Check	01/21/2016	4463	MAD Entertainment	(150.00)	
Check	01/21/2016	4464	Clyde T. Clark	(50.00)	
Check	01/21/2016	4465	John Maddux	(50.00)	
Check	01/21/2016	4466	Dan Bell	(50.00)	
Check	01/21/2016	4467	Russell Hanson	(50.00)	
Check	01/21/2016	4468	Teresa C. Peters	(50.00)	
Check	01/21/2016	4470	Patrick Reynolds	(50.00)	
				<u>(64,114.76)</u>	
Balance in Account 01/31/2016					\$ 372,921.10

LGIP - General Account

Balance Forward					\$ 1,540,244.82
Deposit	01/31/2016		Interest Income	<u>525.21</u>	
Balance in Account 01/31/2016					\$ 1,540,770.03

Monarch - Money Market

Balance Forward					\$ 2,020,108.19
Deposit	01/31/2016		Interest Income	<u>855.69</u>	
Balance in Account 01/31/2016					\$ 2,020,963.88

\$ 3,934,655.01

**RESOLUTION BY CHESAPEAKE ECONOMIC DEVELOPMENT AUTHORITY
APPROVING ECONOMIC DEVELOPMENT INVESTMENT GRANT
TO SUTHERLAND GLOBAL SERVICES**

WHEREAS, the Chesapeake Economic Development Authority ("EDA") has adopted an Economic Development Investment Grant Program whereby investment grants may be awarded by the EDA to qualified businesses locating or expanding in Chesapeake, said grants being subject to approval and appropriation by the Chesapeake City Council; and

WHEREAS, SUTHERLAND GLOBAL SERVICES (hereinafter referred to as "Sutherland") has applied and qualified for an investment grant under the Economic Development Investment Grant Program based on its proposal to expand office space for its Center of Insurance Excellence now located in the City of Chesapeake; and

WHEREAS, Sutherland located in the City of Chesapeake in 2012 and is planning to expand its office space at 1313 Executive Boulevard by 12,500 square feet which such expansion will allow Sutherland to employ an additional 200 persons with an average annual salary of \$40,000.00, resulting in an investment of \$768,750.00 in real estate and \$1,400,000.00 in business personal property, all over a 36 month period, thereby increasing local tax revenues by approximately \$58,488 over three years, all of which will promote a public purpose; and

WHEREAS, the City of Chesapeake Department of Economic Development, after consultation with the City Manager, has or will certify that Sutherland qualifies for the grant pursuant to the criteria set out in the Economic Development Investment Grant Program adopted by this Authority and that the amount of the grant has been well and truly calculated pursuant to Article VII;

WHEREFORE, the EDA deems that the award of an investment grant to Sutherland to expand its office space in the City of Chesapeake will serve a legitimate public purpose by encouraging and contributing to economic development in the City.

NOW, THEREFORE, BE IT RESOLVED AND RATIFIED by the Chesapeake Economic Development Authority that an investment grant in the amount of Fifty-five Thousand Dollars (\$55,000.00) be awarded to SUTHERLAND GLOBAL SERVICES under the Economic Development Investment Grant Program, subject to approval and appropriation by the City Council, said grant to promote the public purposes of fostering economic development, increasing public revenues and creating employment opportunities for the benefit of the citizens of Chesapeake. The award of the investment grant shall be conditional on the execution of a development agreement and upon meeting all terms and conditions of the Economic Development Investment Grant Program.

THIS RESOLUTION IS ADOPTED AND RATIFIED by the Chesapeake Economic Development Authority this 17th day of February, 2016.

APPROVED:

Clyde T. Clark, Jr.
Chairman

ATTEST:

[Signature]
Secretary

FORM NO. 1

VIRGINIA FREEDOM OF INFORMATION ACT

MOTION FOR CLOSED OR EXECUTIVE MEETING
IN ACCORDANCE WITH § 2.2-3711
OF THE CODE OF VIRGINIA 1950, AS AMENDED

I move that the members of the Economic Development Authority of the City of Chesapeake assemble informally in closed meeting on the 18th day of February, 2016 at 4:30 o'clock a.m./p.m. in its offices located at 676 Independence Parkway, Suite 200, Chesapeake, Virginia, for the purposes which are set out in Clauses 3, _____, _____ (fill in the number of the particular clause) of subsection A of Section 2.2-3711 of the Virginia Freedom of Information Act as amended:

Clause 3, discussion of: disposal of publicly held real property whose discussion in an open meeting would adversely affect the bargaining position of the public body.
Clause _____, discussion of:

Clause _____, discussion of:

Motion made by John Maddox;

Seconded by Patrick Reynolds;

VOTED FOR:

VOTED AGAINST:

[Signature]
[Signature]
[Signature]
[Signature]
John B. Maddox
Clyde T. Clarke
[Signature]
[Signature]

Form No. II

RESOLUTION

A RESOLUTION CERTIFYING A CLOSED OR EXECUTIVE MEETING OF THE
ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF CHESAPEAKE IN
ACCORDANCE WITH THE PROVISIONS OF THE VIRGINIA FREEDOM OF
INFORMATION ACT (§ 2.2-3711B)

WHEREAS, the Economic Development Authority of the City of Chesapeake has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by the Economic Development Authority of the City of Chesapeake members that such meeting was conducted in conformity with Virginia law; now, therefore,

BE IT RESOLVED by the Board of Directors of the Economic Development Authority of the City of Chesapeake:

Section 1: - That the Economic Development Authority of the City of Chesapeake hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Economic Development Authority of the City of Chesapeake.

Section 2: - That this resolution shall be in effect from and after its adoption.

Statement by N/A, Director, as to additional
matter discussed: (none and/or transcribed statement)

Motion made by Bob Riddle;

Seconded by Russ Hansen;

VOTED FOR:

VOTED AGAINST:
