

**ECONOMIC DEVELOPMENT AUTHORITY  
OF THE CITY OF CHESAPEAKE  
THURSDAY, JUNE 15, 2017**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, June 15, 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; Teresa C. Peters, Secretary; Russell G. Hanson, Jr., Member; Vonda W. Chappell, Member; Dan G. Bell, Treasurer;

**MEMBERS ABSENT:** Jeffrey "J.T." Fisher, Assistant Secretary; Robert L. Riddle; Patrick L. Reynolds

**ALSO ABSENT:** 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  
Joan Fowler, Chesapeake Economic Development  
Preston Wilhelm, Chesapeake Economic Development  
Casey Gilchrist, Chesapeake Economic Development  
Teresa Shuma, Chesapeake Economic Development  
Patrise Bullock, Chesapeake Economic Development

**GUESTS PRESENT:** Jim Baker, City Manager; Jan L. Proctor, City Attorney;  
Scott Chewning, ULI Hampton Roads Committee Chair; Tara  
Saunders, incoming ULI Hampton Roads Committee Chair

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

**PRESENTATIONS:**

Mr. Preston Wilhelm shared information concerning the Western Branch Task Force. The Task Force is made up of a 13-member Steering Committee. The Steering Committee is represented by key property owners within Western Branch and also includes four Focus Groups. Some of the highlights from the Focus Group meetings held include daytime employment, infrastructure development, unified development plan, and transportation planning.

Mr. Wilhelm introduced Mr. Scott Chewing, Urban Land Institute (ULI) Chairman for Hampton Roads. Mr. Chewing provided a briefing concerning the ULI/Technical Assistance Panel (TAP) program. The TAP program provides local public sector and non-profit organizations a tool to solve real estate and land usage problems in a unique way. The initial phase of the process is conducted over a two day span and is typically held within the vicinity of the subject area. The panelist for the study consists of architects, landscape planners, and engineers. The panel would interview the council members and staff. Pertinent information is sent to the panel prior to the interview. This allows them to have a background on the subject area. A PowerPoint presentation is provided and six weeks later a hardcopy of the actual study is issued. Ms. Tara Saunders, the incoming ULI Chairman for Hampton Roads also spoke about the program and briefed the membership on past ULI studies.

**MEETING MINUTES:** After a review of the May 18, 2017 Meeting Minutes, Ms. Teresa Peters made a motion, seconded by Mr. Russell Hanson, and carried unanimously to accept the Minutes from the May 18, 2017 Meeting.

**TREASURER'S REPORT:** Ms. Constantia Matthews, Chesapeake Economic Development, reported the financial statements for May 2017. Mr. Ben White indicated a detailed accounting for the golf tournament will be provided at next month's meeting. After hearing no further questions or concerns, Chairman Clyde T. Clark, Jr. declared the May 2017 Treasurer's Report filed for audit.

**INVOICES:**

After a review and upon recommendation by Mr. Ben White, Mr. John Maddux made a motion; seconded by Mr. Dan Bell and carried unanimously to approve for payment the following invoices:

Basnight Land & Lawn, Inc. (Inv #81491 Grounds Maintenance Service, 6/1/2017).....	3364.77
Solitude Lake Management (Inv #PI-A00117689 Oakbrooke Lake & Pond Manag, 6/2017).....	789.00
Dominion Power (Inv #1260413354 services for 411 Innovation Drive, May 2017).....	386.46
Dominion Power (Inv #9578017346 services for 444 Network Sta, May 2017).....	8.73
Minor and Associates (Inv #121642 Accounting professional services 5/3 and 5/10/2017).....	237.50
Intuit (Inv #0022088202 Check stock May 26, 2017).....	268.16
Sanford Holshouser, (Inv #CEDA-061217 dated June 12, 2017, Strategic Plan Project).....	6,974.14
EDIP Grant for DB3 Logistics.....	32,500.00

**UNFINISHED BUSINESS:  
ECONOMIC DEVELOPMENT PORT AUTHORITY MERGER:**

Ms. Jan Proctor provided an update on the Chesapeake Economic Development Authority and Port Authority Merger. As of July 1, 2017, EDA will maintain duties, powers and privileges once held by the Chesapeake Port Authority. Chairman Clark asked if there will be a name change and Ms. Proctor indicated there will be no name change. The question was asked whether or not the current EDA membership will expand due to the merger and Ms. Proctor indicated the law limits the membership to nine members. Ms. Proctor stated there are no debts, lawsuits or ongoing obligations that exist. Ms. Chappell asked if there were any assets and Mr. White indicated there is a balance of less than \$200 within the bank account.

**JOINT JUVENILE JUSTICE CENTER:**

Mr. Jim Baker, City Manager, stated the City has been working with the State to develop a Joint Juvenile Justice Center and several sites have been evaluated. One site is on Military Highway in Deep Creek and last night a press release was sent out indicating the vote scheduled for June 27, 2017 for that site will be delayed since a new site is being evaluated at 920 Minuteman Drive off of Dominion Boulevard which is currently owned by the school district.

**OAKBROOKE BUSINESS AND TECHNOLOGY CENTER UPDATE:**

Ms. Joan Fowler provided an update on the subdivision of land for JoKell. In addition, the fountain has been installed.

Mr. Jim Pickrell stated he recommends an extension to the contract with ALM. Mr. Russell Hanson made a motion, seconded by Mr. John Maddux and carried unanimously to approve the contract extension with ALM.

**GREENBRIER NORTH COMMERCE PARK (SEVTC) UPDATE:**

Ms. Joan Fowler stated there were no updates and no offers were presented for the past month.

**STRATEGIC PLAN UPDATE:**

The Strategic Plan is tentatively scheduled for City Council presentation on July 11, 2017, however the date will be confirmed.

**NEW BUSINESS:  
SUBCOMMITTEE FOR RESOLUTION ON BUSINESS TAXES:**

Ms. Vonda Chappell stated she and Mr. Patrick Reynolds are continuing to work on the information for the Resolution on Business Taxes.

**RESOLUTION FOR EDIP GRANT TO RFK SOLUTIONZ CORPORATION:**

Mr. Preston Wilhelm presented a resolution for an EDIP grant to RFK Solutionz Corporation. The company specializes in cyber security and is located in the Western Branch area of the City. Mr. John Maddux made a motion, seconded by Mr. Russell Hanson and carried unanimously to approve the resolution for an EDIP grant to RFK Solutionz Corporation.

**ULI STUDY:**

A discussion was held concerning the recommendation of a ULI Study for Western Branch. Mr. Russell Hanson made a motion which was seconded by Mr. John Maddux and carried unanimously to approve completion of the application.

**EXECUTIVE SESSION:**


Ms. Teresa Peters made a motion to enter into Executive Session which was seconded by Mr. Russell Hanson.

Mr. John Maddux made a motion to leave the Executive Session which was seconded by Ms. Vonda Chappell.

**EDIP GRANT FOR ALM:**

Mr. John Maddux made a motion, seconded by Ms. Vonda Chappell and carried unanimously to approve the EDIP grant for ALM.

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

  
Steven C. Wright  
Executive Secretary