

**ECONOMIC DEVELOPMENT AUTHORITY
CITY OF CHESAPEAKE
AGENDA**

November 17, 2016

3:00 p.m.

CALL TO ORDER

MINUTES of the October 20, 2016

TREASURER'S REPORTS for the month of October 2016

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

PRESENTATION OF FINAL BOND DOCUMENTS & OTHER RELATED IRB BUSINESS: None for the November 2016

PRESENTATIONS:

- **Marlyn Development - update (Brian Staub)**

INVOICES:

Cherry Bekaert LLP (Inv #928758 Exam Fin Stmt Year End (6/30/16) 11/04/16)	10,000.00
Dominion VP (Acct #9578017346 444 Network Statement 09/18-10/24/16	605.43
Dominion VP (Acct #1260413354 411 Inn Dr 09/16-10/17/16)	407.64
Solitude (Inv #: PI-A00094423 Annual Lake & Pond Mgmt Svc - 11/01- 11/30/16)	789.00
Basnight Land & Lawn, Inc. (Inv #78950 Grounds Maint. for Oakbrook 11/2016)	3,364.77
Basnight Land & Lawn, Inc. (Inv #78924 Gen Cleanup Portsmouth Blvd 10/18/2016)	525.00
Minor & Associates (#121566 Prep of EDA Fin Stmt and TIF Review 10/02 – 10/31/2016)	3,990.00
Virginia SBDC Hampton Roads (#2017-01)	7,000.00
Sutherland (One Time Payment – EDIP)	55,000.00
Web Teks (One Time Payment - EDIP)	15,000.00

UNFINISHED BUSINESS:

- **Economic Development – update (Ben White)**
- **EDA Resolution INIT, Inc. - update (Steven C. Wright)**
- **Oakbrooke Business & Technology Center – update (Joan Fowler)**
- **Greenbrier North Commerce Park (SEVTC) – update (Joan Fowler)**
- **Economic Development Insurance Policies Quotes – (Joan Fowler)**
 - o **Business Catastrophe Liability Insurance - increase limit to \$10 Million**
 - o **D & O Insurance – increase coverage to \$2 Million**
- **Western Branch Taskforce (Chairman Clyde Clark)**
- **SBDC – contributions by other communities (Christine Esthay)**

NEW BUSINESS:

- **EDA Endorsement of HREDA Strategic Business Plan – (Steven C. Wright)**

EXECUTIVE SESSION:

FOR YOUR INFORMATION:

AJOURNMENT

**-DRAFT-
MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF CHESAPEAKE
THURSDAY, October 20, 2016**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, October 20, 2016, at 3:00 p.m. at CHKD Health Care Center located at 500 Discovery Drive, Chesapeake, VA.

MEMBERS PRESENT: Clyde T. Clark Jr., Chairman; John Maddux, Vice-Chairman; J.T. Fisher, Treasurer; Teresa Peters, Assistant Secretary; Russell Hanson; Patrick Reynolds; Rob Riddle

MEMBERS ABSENT: Dan Bell, Vonda Chappell

ALSO PRESENT: Steven C. Wright, Executive Secretary

COUNSEL PRESENT: Jim Pickrell, Pickrell, Cox & Tayloe; Andy Fox, City Attorney

STAFF PRESENT: Ben White, Chesapeake Economic Development
Sherry Barnette, Chesapeake Economic Development
Preston Wilhelm, Chesapeake Economic Development
Von Gilbreath, Chesapeake Economic Development
Joan Fowler, Chesapeake Economic Development
Casey Gilchrist, Chesapeake Economic Development
Christine Esthay, Chesapeake Economic Development
Teresa Shuma, Chesapeake Economic Development

GUEST PRESENT: Mr. Rick Weddle; Mr. D. Denny and Mr. R. Lane (S.H.); Mr. Andy Fox; Mr. Brian Staub and Mr. Grady Palmer, Williams Mullen (Marlyn Development); Ms. Cindy Hansen (Chesapeake Insurance Company)

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

PRESENTATIONS:

Presentation by: Mr. Rick Weddle on HREDA

Mr. Weddle began his presentation with an update on prospect activities from July through September. He continued by laying out the following three important upcoming activities for the rest of the year, which include: A trip to southern California October 31-November 4th; A marketing trip to the UK the week of November 28th; A Germany European Roadshow trip, which is shaping up to be the week of December 5th.

He explained how HREDA will play a role going forward and the perspective he would like EDA members to adopt. Mr. Weddle explained the stall in job growth due to the impact of the recession, action needed to spark growth again, and the transitional challenges facing Chesapeake. Those challenges involve the regional and community identity; functional roles and relationships; economic performance and results. Focus of the new plan will be on building a positive regional identity through branding while implementing a 5 year job growth strategy that he believes will bring tens of thousands of new jobs to the community and drive job growth up to 2% a year.

Minutes – October 20, 2016
Economic Development Authority
of the City of Chesapeake
Page 2

Presentation by: Mr. Rick Weddle on HREDA Continued:

The vision is of a diverse, growing, prosperous economy that's more inclusive of people (more people ought to benefit from it) and more inclusive of communities. Mr. Weddle explained the mission will be achieved through aggressively attracting and growing higher wage industries, talent and jobs. He showed the sectors for job and business growth using a graph that includes the following: Industries - Information Analytics and Security - Cyber Security; Advanced Manufacturing; Advanced Food Processing; Bio-Science and Bio-Medical; Maritime Logistics and Supply Chain; Aviation, Aerospace, and Defense. Types of Operations - Corporate and Regional Headquarters, Centers of Excellence, Research and Development.

Mr. Weddle indicated more resources would be needed. He expects a 31% increase in expenditure next year, which can be provided by reinvesting some retained earnings this year and getting aggressive in private sector fundraising. All of the money will go into either business intelligence, business development, or branding and marketing. Nothing in HREDA salaries. Mr. Weddle wrapped up by thanking the EDA members for their time and expressing delight about working with the team.

Presentation by: Ms. Cindy Hansen from Chesapeake Insurance Company on Economic Development Insurance.

Ms. Cindy Hansen explained two economic development policies held for the EDA. The first is one that covers all the decisions made by the EDA members and it is retroactive back to July 2005. The second one is an umbrella liability policy that covers everything else that needs to be insured such as property, buildings, signs and more. A question came up regarding cost for the policies and potentially increasing the coverage amounts, which sparked discussion. Ms. Hansen will be looking into that and will make recommendations.

Presentation by: Grady Palmer, Attorney with Williams Mullen regarding Marlyn Development

Grady Palmer, Attorney with Williams Mullen representing Marlyn Development, began the discussion by indicating that Marlyn Development has come to an agreement with Washington Prime the owner of the Chesapeake Center shopping center adjacent to the site of the proposed Marlyn Development. Marlyn's intention is to disclose the terms of the agreement and make the EDA fully aware of the terms of the draft REA amendment agreement.

For informational purposes Brian Staub plans to update the EDA on what terms Marlyn thinks they settled on with Washington Prime. In going through the REA agreement there were a number of items that needed to be worked through including: The EDA being removed from the "Developer parcel;" Marlyn obtaining approval for Senior Apartments – a use prohibited by the REA; Marlyn eliminating a number of provisions (in the REA) that don't pertain to multi-family; First right of refusal, tax payments, handling of liens, ingress/egress issues; Maintenance requirements for multi-family; Marlyn negotiated the ability to come back and re-open some of the relevant clauses in the REA in the event that there are conflicts with a lender's requirement.

Minutes – October 20, 2016
Economic Development Authority
of the City of Chesapeake
Page 3

Washington Prime also wanted a side agreement directly with Marlyn as there are a number of parties to the REA regarding:

- Washington Prime wanted approval over location, height of building, vehicular access, and any adverse effects that Marlyn's plans might have on the Chesapeake Center shopping center.
- Cost or expense that the shopping center might incur due to Marlyn's construction of the proposed development.
- Finally a CAM (Common Area Maintenance) agreement. Marlyn negotiated it to one payment.

Brian Staub concluded remarks by saying they feel comfortable about moving forward with the rezoning process. Chairman Clark called on EDA member Riddle to provide an update. Mr. Riddle proceeded to update the EDA members regarding City Council perspectives. Mr. Riddle indicated that he thinks the the rezoning is more likely to pass Council now.

NEW BUSINESS:

Motion was properly made, and seconded, and passed unanimously to change the By-Laws to allow the Chairman and Vice-Chairman to serve consecutive terms.

Mr. Hanson made a motion, seconded by Mr. Reynolds and carried unanimously for the Slate to reflect the change in By-Laws that the Chairman and Vice-Chairman will serve consecutive terms and to adopt the slate of officers for next year. The new officers are: Jeffrey Fisher, Assistant Secretary; Teresa Peters, Secretary; Dan Bell, Treasurer. Clyde Clark remains Chairman and John Maddux remains Vice-Chairman.

Mr. Maddux made a motion, seconded by Mr. Hanson and carried unanimously to give APG a 15 month extension.

Discussion regarding assuming responsibility for researching commercial real estate owned by the city and to market all such municipal lands. A committee made up of Mr. Rob Riddle and Chairman Clyde Clark was appointed to interact with council to better understand the directive.

MEETING MINUTES: After a review of the September 15, 2016 Meeting Minutes, Mr. John Maddux made a motion, seconded by Teresa Peters, and carried unanimously to accept the Minutes from the September 15, 2016 Meeting.

TREASURER'S REPORT: Mr. Steven C. Wright, Chesapeake Economic Development, reported the financial statements for September 2016. Hearing no questions or concerns, Vice-Chairman Maddux declared the September 2016 Treasurer's Report filed for audit.

Minutes – October 20, 2016
Economic Development Authority
of the City of Chesapeake
Page 4

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

PRESENTATION OF FINAL BOND DOCUMENTS & OTHER RELATED IRB BUSINESS: None for the month of September 2016.

INVOICES:

After a review and upon recommendation by Mr. Steven Wright, Mr. Jeffrey Fisher made a motion; seconded by Mr. John Maddux (with the exception of Mr. Robert Riddle who abstained from voting on Solitude) and carried unanimously to approve for payment the following invoices:

Dominion VP (Acct #9578017346 444 Network Sta 08/19-09/16/16).....	79.62
Solitude (Inv #: PI-A00086984 -10/01- 10/31/16).....	789.00
Basnight Land & Lawn, Inc. (Inv #78171 Grounds Maint October 2016).....	3,364.77
Basnight Land & Lawn, Inc. (Inv. #78569 Grnds Maint Bush Hog Geenbrier N. 9/16).....	4,320.00
Hassell & Folkes, P.C. (Inv. #71046 Erosion & Sediment control Plan)....	1,087.50
Sanford Holshouser (Inv. #CEDA-101816 Strategic Econ. Dev. Plan Project)	18,930.00

UNFINISHED BUSINESS:

OAKBROOKE BUSINESS & TECHNOLOGY CENTER PROJECT UPDATE: Ms. Joan Fowler, Development Services Coordinator, provided the following update: A historical look showing the progress from when work first began to where it is at now. Sales of the lots increasing. SMOC getting ready to open.

GREENBRIER NORTH COMMERCE PARK (SEVTC) UPDATE: Ms. Joan Fowler, Development Services Coordinator, provided the following update: Information about a marketing sheet that's being used to promote the 45 acre development, which also indicates a 5 acre lake. Price per acre of \$250,000 was discussed. Lots in this development are larger and similar to Oakbrooke

STRATEGIC PLAN UPDATE: Sanford Holshouser representatives.

Mr. Rocky Lane and Mr. David Denny provided an update on the executive summary overview pledged to have a finished product in the next five weeks. The presenters detailed the analysis and use of four focus groups to gather information needed for the plan. They outlined the following top priorities: Product Development; Business Retention and Expansion; Business Recruitment; Small Business and Entrepreneurial Development; Retail Development. They concluded with recommendations for how to get there: Focus business attraction; keep BRE growing strong; create a plan for more foreign investment; limit EDA contributions to various organizations; organizational staffing increase by possibly adding a position in redevelopment and brownfields development; implement a team structure; tie all marketing to target sectors, increase travel and event budgets.

Minutes – October 20, 2016
Economic Development Authority
of the City of Chesapeake
Page 5

WESTERN BRANCH TASKFORCE UPDATE:

Mr. Steven C. Wright provided a situational overview the Smith-Boyd property and the owner's efforts to have it rezoned from commercial/industrial property to residential including the soil challenges. However, Mr. Wright indicated that Economic Development staff do not support the rezoning of this property because doing so would eliminate an opportunity to bring jobs to the area. In addition, Mr. Wright indicated that the Smith-Boyd property can be developed as commercial or industrial area despite the soil conditions but with mitigation efforts that may likely cost more. To that end Mr. Wright has reached out to the property owner to discuss ways the City of Chesapeake could help with reducing the development costs. Mr. Wright indicated Economic Development will bring back additional information.

HAMPTON ROADS SBDC: Waiting to receive information from the SBDC on contributions made by other communities in Hampton Roads before the EDA comments.

ECONOMIC DEVELOPMENT UPDATE: Provided by Director, Steven C. Wright.

- Reminder of the invitation to the SMOC open House on October 27, 2016.
- Thanks to all the members for the Authority and the Economic Development staff who participated in the Wine Festival event.
- Introduction of new staff member – Sherry Barnette.

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

Steven C. Wright
Executive Secretary

Minutes provided by Teresa J. Shuma

Chesapeake Economic Development Authority
 Treasurer's Report
 October 2016

Beginning Balance Forward 10/01/2016

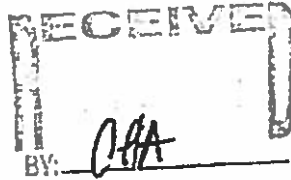
\$ 4,519,336.29

Type	Date	Num	Description	Split	Amount	Balance
Balance Forward						\$ 945,825.83
Deposit						
	10/17/2016		Virgina Small Bus Authority - Bond Fee		894.44	
	10/19/2016		Greenbrier Christian Academy - Bond Fee		3,475.55	
	10/31/2016		Interest Income		<u>279.03</u>	
					4,649.02	
Check	10/03/2016	4631	The Gourmet Gang		(1,077.22)	
Check	10/04/2016	4632	Casey Gilcrest		(200.00)	
Check	10/04/2016	4633	Chesapeake Wine Festival		(202.00)	
Check	10/17/2016	4635	Robert L. Riddle		(50.00)	
Check	10/17/2016	4636	Patrick Reynolds		(50.00)	
Check	10/17/2016	4637	Russell G. Hanson, Jr		(50.00)	
Check	10/17/2016	4638	Teresa C. Peters		(50.00)	
Check	10/17/2016	4640	Jeffrey Fisher		(50.00)	
Check	10/17/2016	4641	John Maddux		(50.00)	
Check	10/17/2016	4642	Clyde T. Clark, Jr		(50.00)	
Check	10/17/2016	4643	Hassell and Folkes		(1,087.50)	
Check	10/17/2016	4644	Basnight Land & Lawn, Inc.		(4,320.00)	
Check	10/17/2016	4645	Basnight Land & Lawn, Inc.		(3,364.77)	
Check	10/17/2016	4646	Solitude Lake Management		(789.00)	
Check	10/17/2016	4647	SBDC		(7,000.00)	
Check	10/17/2016	4648	Dominion Va Power		(79.62)	
Check	10/19/2016	4649	Sanford Holshouser		<u>(18,930.00)</u>	
					(37,400.11)	
Ending Balance in Account 10/31/2016						\$ 913,074.74

LGIP - General Account						
Balance Forward						\$ 1,545,849.81
Deposit	10/31/2016		Interest Income		<u>794.30</u>	
Ending Balance in Account 10/31/2016						\$ 1,546,644.11

TowneBank						
Balance Forward						\$ 2,027,660.65
Deposit	10/31/2016		Interest Income		<u>858.88</u>	
Ending Balance in Account 10/31/2016						\$ 2,028,519.53

\$ 4,488,238.38



CHERRY BEKAERT LLP
P.O. BOX 25549
RICHMOND, VA 23260-5500 (757)456-2400

*Economic Development Authority of the
Mr. Steven Wright
City of Chesapeake
676 Independence Parkway
Suite 200
Chesapeake, VA 23320*

Invoice No. 928758
Date 11/04/2016
Client No. 3921185.3

Progress Billing #1:

Economic Development Authority of the
City of Chesapeake

Examination of financial statements
for the fiscal year ended June 30, 2016

Amount Due

\$ 10,000.00

TERMS: Invoices are payable upon presentation. A service charge will be added to past due accounts equal to 1.5% per month (18% annually) on the previous month's balances less payments received during the month, with a minimum charge of \$2.00 per month.

Oct 19, 2016

Customer Bill

CHESAPEAKE ECONOMIC DEVELOP
AUTHORITY

444 NETWORK STA
FOUNTAIN PUMP
CHESAPEAKE, VA 23320



Effective immediately, your remittance address has changed to P.O. Box 26543, Richmond, VA 23290-0001. Please make the necessary change. Thank you.

Billing and Payment Summary

Account # 9578017346 Due Date: Nov 23, 2016

Total Amount Due: \$ 685.05

To avoid a Late Payment Charge of 1.5% please pay by Nov 23, 2016.

Previous Amount Due: \$ 1,034.14
Payments as of Oct 19: \$ 954.52CR

For service emergencies and power outages please call
1-866-DOM-HELP (1-866-366-4357). Visit us at www.dom.com.

Meter and Usage

Usage History

Current Billing Days: 31
Billable Usage
Schedule 100 09/16-10/17
Total kWh 6055
Measured Usage
Meter: 0113208836 09/16-10/17
Current Reading 25416
Previous Reading 19361
Total kWh 6055

Mo	Yr	kWh
Oct	15	2123
Nov	15	5232
Dec	15	4463
Jan	16	5822
Feb	16	4822
Mar	16	5027
Apr	16	4848
May	16	3259
Jun	16	1968
Jul	16	3914
Aug	16	5599
Sep	16	4724
Oct	16	6055

Explanation of Bill Detail

Customer Service 1-866-591-0157

Previous Balance 1,034.14
Payment Received 954.52CR
Balance Forward 79.62

Non-Residential Service (Schedule 100) 09/16-10/17
Distribution Service
Basic Customer Charge 6.59
Distribution Service kWh 78.59
Electricity Supply Svc (ESS)
Electricity Supply kWh 267.63
Rider R Bear Garden Gen Station 6.90
Rider S Va City Hybrid Energy Ctr 24.04
Rider T Transmission 52.07
Rider B Biomass Conversions 3.15
Rider W Warren Co Power Station 11.14
Rider BW Brunswick Co Pwr Station 11.08
Rider GV Greensville Co Pwr Station 4.12
Fuel 137.33
Sales and Use Surcharge 2.79
Total Current Charges 605.43

Total Account Balance 685.05

View payment options, request service changes and enroll in eBill at
www.dom.com, search: Manage Your Account

Important Customer Information from Dominion Virginia Power

Please record your account number on your check and mail payment to: Dominion Virginia Power, PO Box 26543, Richmond, Va. 23290-0001.

Help a family in need through EnergyShare - add \$1,2,5,10,20,25 or 35 to your payment. Overpayments in these exact amounts are automatically recognized as a contribution to EnergyShare. You may also mail a separate check for any amount payable to EnergyShare to P.O. Box 91717, Richmond, VA 23291-1717.

Mailed on Oct 20, 2016

Please detach and return this payment coupon with your check made payable to Dominion Virginia Power. Please see reverse side for mailing address change instructions.

Payment Coupon

Bill Date Oct 19 16
Please Pay by 11/23
\$ 685.05

Amount Enclosed

[Empty box for amount enclosed]

Account No. 9578017346

050582 1 AV 0.373 T#000214
CHESAPEAKE ECONOMIC DEVELOP
AUTHORITY
676 INDEPENDENCE PKWY STE 200
CHESAPEAKE VA 23320-5219

Send Payment to:

DOMINION VIRGINIA POWER
P O BOX 26543
RICHMOND VA 23290-0001



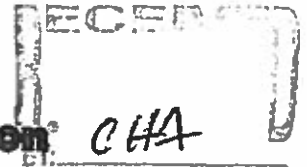
888 9578017346 6000060543 7000068505 91

Oct 19, 2016

Customer Bill



Dominion



CHESAPEAKE ECONOMIC DEVELOP
AUTHORITY

411 INNOVATION DR
CHESAPEAKE, VA 23320

Effective immediately, your remittance address has changed to P.O. Box 26543, Richmond, VA 23290-0001. Please make necessary change. Thank you.

Billing and Payment Summary

Account # 1260413354

Due Date: Nov 23, 2016

Total Amount Due: \$ 407.64

To avoid a Late Payment Charge of 1.5% please pay by Nov 23, 2016.

Previous Amount Due: \$ 727.92
Payments as of Oct 19: \$ 730.89CR

For service emergencies and power outages please call 1-866-DOM-HELP (1-866-366-4357). Visit us at www.dom.com.

Meter and Usage

Usage History

Current Billing Days: 31

Billable Usage
Schedule 100 09/16-10/17
Total kWh 4085

Mo	Yr	kWh
Oct	15	4372
Nov	15	3932
Dec	15	3780
Jan	16	4400
Feb	16	3692
Mar	16	3371
Apr	16	2571
May	16	3880
Jun	16	2661
Jul	16	3792
Aug	16	3460
Sep	16	3767
Oct	16	4085

Measured Usage
Meter: 0086054056 09/16-10/17
Current Reading 11538
Previous Reading 7453
Total kWh 4085

Explanation of Bill Detail

Customer Service 1-866-591-0157

Previous Balance 727.92
Payment Received 730.89CR
Balance Forward 2.97CR

Non-Residential Service (Schedule 100) 09/16-10/17

Distribution Service

- Basic Customer Charge 6.59
- Distribution Service kWh 53.02
- Electricity Supply Svc (ESS)
- Electricity Supply kWh 180.56
- Rider R Bear Garden Gen Station 4.66
- Rider S Va City Hybrid Energy Ctr 16.22
- Rider T Transmission 35.13
- Rider B Biomass Conversions 2.12
- Rider W Warren Co Power Station 7.52
- Rider BW Brunswick Co Pwr Station 7.48
- Rider GV Greensville Co Pwr Statn 2.78
- Fuel 92.65
- Sales and Use Surcharge 1.88
- Total Current Charges 410.61

Total Account Balance 407.64

View payment options, request service changes and enroll in eBill at www.dom.com, search: Manage Your Account

Important Customer Information from Dominion Virginia Power

Please record your account number on your check and mail payment to: Dominion Virginia Power, PO Box 26543, Richmond, Va. 23290-0001.

Help a family in need through EnergyShare - add \$1,2.5,10,20,25 or 35 to your payment. Overpayments in these exact amounts are automatically recognized as a contribution to EnergyShare. You may also mail a separate check for any amount payable to EnergyShare to P.O. Box 91717, Richmond, VA 23291-1717.

Mailed on Oct 20, 2016

Please detach and return this payment coupon with your check made payable to Dominion Virginia Power. Please see reverse side for mailing address change instructions.

Bill Date Oct 19 16

Please Pay by 11/23
\$ 407.64

Payment Coupon

Amount Enclosed

[Empty box for amount enclosed]

Account No. 1260413354

050582 1 AV 0.373 T#000214
CHESAPEAKE ECONOMIC DEVELOP
AUTHORITY
676 INDEPENDENCE PKWY STE 200
CHESAPEAKE VA 23320-5219

Send Payment to:

DOMINION VIRGINIA POWER
P O BOX 26543
RICHMOND VA 23290-0001



888 1260413354 3000041061 3000040764 91

SOLITUDE

LAKE MANAGEMENT

P.O. Box 969 • Virginia Beach, VA 23451
Voice: (888) 480-LAKE • Fax: (888) 358-0088

INVOICE

Invoice Number: PI-A00094423

Invoice Date: 11/01/16

PROPERTY: Oakbrooke Business Park

SOLD TO: Oakbrooke Business Park
c/o Chesapeake EDD
676 Independence Parkway, #200
Chesapeake, VA 23320

Customer ID	Customer PO	Payment Terms	
00004		Due upon receipt	
Sales Rep ID	Shipping Method	Ship Date	Due Date
Kim Niesel			11/01/16
Qty	Item	Unit Price	Extension
	Description		
	Annual Lake & Pond Management Services SVR00198		
1	11/01/16 - 11/30/16	789.00	789.00
	Annual Lake & Pond Management Services		

PLEASE REMIT PAYMENT TO:

1320 Brookwood Drive, Suite H
Little Rock, AR 72202

Subtotal	789.00
Sales Tax	0.00
Total Invoice	789.00
Payment Received	0.00
TOTAL	789.00

www.solitudelakemanagement.com

www.aeratorsaquatics4lakesnponds.com

Basnight Land & Lawn, Inc.
 225 Sign Pine Road
 Chesapeake, VA 23322
 Tel 757-436-9617 Fax 757-436-0112

Invoice		
Purchase Order	Invoice No	Date
	78950	11/1/2016
Account No	Terms	
1602	Net 30	
Job		
Oakbrooke Business & Technology Center		

Joan Fowler
 City of Chesapeake - Economics & Dev. Dept.
 676 Independence Pkwy Ste 200
 Chesapeake, VA 23320

RECEIVED
 CHA

Description	Ext Price
Grounds Maintenance Services - November 2016	\$3,364.77

Subtotal	\$3,364.77
Taxable	
Tax	
Total	\$3,364.77



Minor and Associates

PO Box 1072
4300 Cedar Creek Lane
Prince George, VA 23875

Phone # 804-731-2437

sminor@minoracct.com
www.minoracct.com

Date	Invoice #
11/3/2016	121566

Bill To
Chesapeake Economic Development 676 Independence Parkway, Suite 200 Chesapeake, Virginia 23320

CHA

Due Date
12/3/2016

P.O. No.	Terms	Project
	Net 30	

Date	Item	Quantity	Description	Rate	Amount
10/2/2016	AS3	1	TIF Review	95.00	95.00
10/3/2016	AS3	4	Preparation of EDA Financial Statements and TIF Review	95.00	380.00
10/4/2016	AS3	4	Preparation of EDA Financial Statements and TIF Review	95.00	380.00
10/6/2016	AS3	9	Preparation of EDA Financial Statements and TIF Review	95.00	855.00
10/10/2016	AS3	4	Preparation of EDA Financial Statements and TIF Review	95.00	380.00
10/11/2016	AS3	1	Preparation of EDA Financial Statements and related work	95.00	95.00
10/17/2016	AS3	2	Preparation of EDA Financial Statements and related work	95.00	190.00
10/18/2016	AS3	3.25	Assist with bank reconciliations, October EDA payments	95.00	308.75
10/19/2016	AS3	2.5	Assist with bank reconciliations, October EDA payments	95.00	237.50
10/21/2016	AS3	1	Preparation of EDA Financial Statements and related work	95.00	95.00
10/24/2016	AS3	4	Preparation of EDA Financial Statements and related work	95.00	380.00
10/26/2016	AS3	2	Preparation of EDA Financial Statements and related work	95.00	190.00
10/27/2016	AS3	1	Preparation of EDA Financial Statements and related work	95.00	95.00
10/30/2016	AS3	1	Preparation of EDA Financial Statements and related work	95.00	95.00
10/31/2016	AS3	2.25	Preparation of EDA Financial Statements and related work	95.00	213.75
Total					\$3,990.00

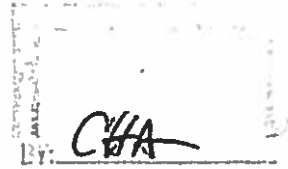


Hampton Roads Chamber of Commerce
500 East Main Street, Suite 700
Norfolk, VA 23510
Phone 757-664-2592
Fax 757-622-5563
www.hrsbdc.org
www.HRsmallbizloans.com
Facebook: Hampton Roads SBDC

September 15, 2016

INVOICE

#2017-01



Mr. Steven Wright
City of Chesapeake
121 Independence Parkway
Suite 200
Chesapeake, VA 23320

**Description: FY 2017 support for the Small Business Development
Center of Hampton Roads 2015**

Amount Due: \$7,000.00

Thank You For Your Support!

VOUCHER # _____

DUE DATE: _____

APPROVED BY: _____

ACCOUNT # _____

VENDOR # _____

16-R-009

RESOLUTION APPROVING ECONOMIC DEVELOPMENT INVESTMENT GRANT TO SUTHERLAND GLOBAL SERVICES, INC., AND TRANSFERRING APPROPRIATED FUNDS FOR SUCH GRANT TO THE ECONOMIC DEVELOPMENT AUTHORITY.

WHEREAS, the City of Chesapeake, Virginia ("City") and the Chesapeake Economic Development Authority ("EDA") have 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 City Council; and

WHEREAS, Sutherland Global Services, Inc. is a New York corporation that desires to expand its office space for its Center of Insurance Excellence now located in the City of Chesapeake; and

WHEREAS, Sutherland Global Services, Inc. has applied and qualified for an investment grant under the Economic Development Investment Grant Program based on its proposal to expand its office space in Chesapeake; and

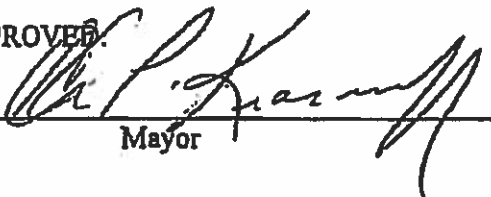
WHEREAS, by expanding its office space in Chesapeake, Sutherland Global Services, Inc. will invest approximately Seven Hundred Sixty-Eight Thousand Seven Hundred Fifty Dollars (\$768,750.00) in real estate, and One Million Four Hundred Thousand Dollars (\$1,400,000.00) in business personal property, and Sutherland Global Services, Inc. will create at least 200 new jobs, thereby increasing public revenues and creating employment opportunities in Chesapeake to the benefit of the public welfare; and

WHEREAS, the City Council deems that the award of an investment grant to Sutherland Global Services, Inc. will serve a legitimate public purpose by encouraging and contributing to economic development in Chesapeake.

NOW, THEREFORE, BE IT RESOLVED by the Council for the City of Chesapeake, Virginia, that an investment grant in the amount of Fifty-Five Thousand Dollars (\$55,000.00) be awarded by the EDA to Sutherland Global Services, Inc. under the Economic Development Investment Grant Program, said grant to promote the public purposes of fostering economic development, increasing the public revenues and creating employment opportunities for the benefit of the citizens of Chesapeake. City Council further **RESOLVES** that, subject to appropriation by City Council, the sum of \$55,000.00 be transferred to the EDA for distribution to Sutherland Global Services, Inc., to be paid within 14 days after the date the area of expanded operation in Sutherland Global Services, Inc.'s Chesapeake facility is occupied by 1 or more persons for purposes of commencing expanded operations, provided that all terms and conditions of the Economic Development Investment Grant Program are satisfied.

ADOPTED by the Council of the City of Chesapeake, Virginia, this 22nd day of March, 2016.

APPROVED:



Mayor

ATTEST:



Clerk of the Council

Acc# (0200000161) 0 135703 00 0-1505430-00
 Record ID: 0-160420-00
 Menu Help

Go To Summary Record Activities (0) Address (1) GIS (1) Custom Fields Custom Lists (1) Comments (1) Conditions (0) Conditions of Approval (0) Co

File Date: 09/21/2015
 Application Status: **Closed**
 Description of Work: **SUTHERLAND CALL CENTER ADMIN OFFICES SC 7049**
 Application Details: **Other**
 Application Type: **Commercial Application Permit**
 Address: **1212 EXECUTIVE BLVD CHESAPEAKE VA 23029-3711**
 Owner Name:
 Owner Address:
 Application Name:
 Parcel No / Tax Map Number: **02000000161**

Contact Info:	Name	Organization Name	Contact Type	Relationship	Address	Contact Primary Address
	LEON AMBROSE		Applicant			
	MID ATLANTIC BUILDING	MID ATLANTIC BUI	Applicant		100 ARAGONA BLV	
	THOMAS F. MORGENTHAU		Designer			

License Professionals Info:	Primary	License Number	License Type	Name	Business Name	Business License #
	Yes	2705015621	Contractor	MID ATLANTIC BU	MID ATLANTIC BU	

Custom Fields: **ADDITIONAL ADDRESS INFORMATION**
 Non-APC Unit Number:

Workflow Status:	Task	Assigned To	Status	Status Date	Action By
	<u>Application Submitted</u>	Commercial Plan			
	<u>Zoning Review</u>	Zoning Front Co			
	<u>Plan Distribution</u>	Zoning Front Co			
	<u>Development Construct</u>				
	<u>Building Plan Review</u>	Commercial Plan			
	<u>Utilities Review</u>				
	<u>Planning Review</u>				
	<u>Health Department Review</u>				
	<u>Review Coordination</u>				
	<u>Permit Issuance</u>		Issued	08/21/2015	D&P Permits
	<u>Inspections</u>		Approved	08/25/2015	D&P Permits
	<u>Entry Power Release</u>				
	<u>Temporary Gas Release</u>				
	<u>Issue Certificate</u>				
	<u>Certificate of Occupancy</u>		Issued	10/01/2015	D&P Permits
	<u>Certificate of Completion</u>				
	<u>Final Action</u>		Closed	10/01/2015	D&P Permits

Condition Status:	Name	Short Comments	Status	Apply Date	Severity	Action By

Application Comments:	View ID	Comment	Date
	AACONV	<u>FIRE INSPECTION REQUIRED FOR C.O. PLANS WITH P.</u>	11/10/2015

Scheduled/Pending Inspections:	Inspection Type	Scheduled Date	Inspector	Status	Comments

Resulted Inspections:	Inspection Type	Inspection Date	Inspector	Status	Comments
	<u>Fire</u>	10/01/2015	ORFIELD GREG	Approved	CK FIRE CO
	<u>Final</u>	09/28/2015	PERUCCI MIKE	Approved	
	<u>Existing</u>	09/10/2015	PERUCCI MIKE	Approved	
	<u>Administrative CONV</u>	08/21/2015	OSTHELTZER LEE	Rejected	C O REQUIRED

16-R-042

RESOLUTION APPROVING ECONOMIC DEVELOPMENT INVESTMENT GRANT TO WEB TEKS, INC., AND TRANSFERRING APPROPRIATED FUNDS FOR SUCH GRANT TO THE ECONOMIC DEVELOPMENT AUTHORITY.

WHEREAS, the City of Chesapeake, Virginia ("City") and the Chesapeake Economic Development Authority ("EDA") have 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 City Council; and

WHEREAS, Web Tek, Inc. is a Virginia corporation that desires to expand its existing operations in the City of Chesapeake; and

WHEREAS, Web Tek, Inc. has applied and qualified for an investment grant under the Economic Development Investment Grant Program based on its proposal to expand its existing operations in Chesapeake; and

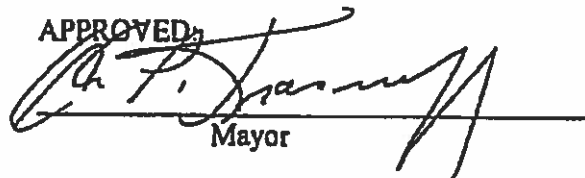
WHEREAS, by expanding its existing operations in Chesapeake, Web Tek, Inc. will invest approximately Three Hundred Eighty-Six Thousand Sixty-Nine Dollars (\$386,069.00) in real estate, and One Hundred Thirty-Eight Thousand Six Hundred Dollars (\$138,600.00) in business personal property, and Web Tek, Inc. will create at least 6 new jobs, thereby increasing public revenues and creating employment opportunities in Chesapeake to the benefit of the public welfare; and

WHEREAS, the City Council deems that the award of an investment grant to Web Tek, Inc. will serve a legitimate public purpose by encouraging and contributing to economic development in Chesapeake.

NOW, THEREFORE, BE IT RESOLVED by the Council for the City of Chesapeake, Virginia, that an investment grant in the amount of Fifteen Thousand Dollars (\$15,000.00) be awarded by the EDA to Web Teks, Inc. under the Economic Development Investment Grant Program, said grant to promote the public purposes of fostering economic development, increasing the public revenues and creating employment opportunities for the benefit of the citizens of Chesapeake. City Council further RESOLVES that, subject to appropriation by City Council, the sum of \$15,000.00 be transferred to the EDA for distribution to Web Teks, Inc., to be paid within 14 days after the date the area of expanded operation in Web Teks, Inc.'s Chesapeake facility is occupied by 1 or more persons for purposes of commencing expanded operations, provided that all terms and conditions of the Economic Development Investment Grant Program are satisfied.

ADOPTED by the Council of the City of Chesapeake, Virginia, this 26th day of July, 2016.

APPROVED:


Mayor

ATTEST:


Clerk of the Council

2016 SBDC PROGRAM CONTRIBUTIONS (Non SBA)

CENTER NAME: _____

SOURCE	CASH MATCH	IN-KIND MATCH
Private Sector		
Chambers of Commerce	\$	\$
Hampton Roads Chamber	\$	\$ 60,000
Isle of Wight Chamber		\$ 2,000
Franklin Southampton Chamber		\$ 2,000
Eastern Shore Chamber		\$ 3,000
	\$	\$
Businesses		
SunTrust Bank	\$ 10,000	\$
Fulton Bank	\$ 3,000	
BB&T Bank	\$ 3,000	
Old Point National Bank	\$ 3,000	
	\$	\$
Individuals	\$	\$
Other		
Tidewater Business Finance	\$ 4,000	\$
Academic Sector		
Universities	\$	\$
Community Colleges		
Thomas Nelson Community	\$	\$ 20,000
Local Government		
County		
James City County	\$ 5,000	\$ 5,000
York County	\$ 7,000	\$ 7,000
Accomack County	\$ 4,607	\$
Franklin/Southampton County	\$ 5,000	\$ 5,000
Isle of Wight County	\$ 3,000	\$
Northampton County	\$ 2,000	\$
City		
Suffolk	\$ 8,000	\$
Williamsburg	\$ 3,000	\$ 3,000
Chesapeake	\$	
Hampton	\$ 10,000	
Poquoson	\$ 3,000	\$
Portsmouth	\$ 0	\$
Other	\$	\$

**RESOLUTION BY CHESAPEAKE ECONOMIC DEVELOPMENT AUTHORITY
APPROVING ECONOMIC DEVELOPMENT INVESTMENT GRANT
TO INIT, INC.**

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, INIT, INC. (hereinafter referred to as "INIT") has applied and qualified for an investment grant under the Economic Development Investment Grant Program based on its proposal to expand and build a new facility for its North American headquarters located in the City of Chesapeake; and

WHEREAS, INIT opened a small sales office in the City of Chesapeake in 1999 and currently has grown to three locations in the City of Chesapeake to accommodate its office, manufacturing and warehouse needs. INIT plans to expand and construct a new 70,000 sq. ft. North American headquarters facility which will be located at 424 Network Station in Chesapeake's Oakbrooke Business and Technology Center. Such expansion will allow INIT to increase the performance of its operations into one newly constructed building which will bring 75 employees to the new Chesapeake location and create five (5) new jobs with an average annual salary of \$70,000.00, resulting in an investment of \$11,394,000.00 in real estate, \$850,000.00 in machinery and tools and business personal property, for a total capital investment of \$12,244,000.00, thereby increasing local tax revenues, 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 INIT 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 INIT to expand its operations 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 Three Hundred Seventy-five Thousand Dollars (\$375,000.00) be awarded to INIT, INC. 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 _____ day of November, 2016.

APPROVED:

Chairman

ATTEST:

Secretary

**RESOLUTION BY CHESAPEAKE ECONOMIC DEVELOPMENT AUTHORITY
APPROVING ECONOMIC DEVELOPMENT INVESTMENT GRANT
TO INIT, INC.**

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, INIT, INC. (hereinafter referred to as "INIT") has applied and qualified for an investment grant under the Economic Development Investment Grant Program based on its proposal to expand and build a new facility for its North American headquarters located in the City of Chesapeake; and

WHEREAS, INIT opened a small sales office in the City of Chesapeake in 1999 and currently has grown to three locations in the City of Chesapeake to accommodate its office, manufacturing and warehouse needs. INIT plans to expand and construct a new 70,000 sq. ft. North American headquarters facility which will be located at 424 Network Station in Chesapeake's Oakbrooke Business and Technology Center. Such expansion will allow INIT to increase the performance of its operations into one newly constructed building which will bring 75 employees to the new Chesapeake location and create five (5) new jobs with an average annual salary of \$70,000.00, resulting in an investment of \$11,394,000.00 in real estate, \$850,000.00 in machinery and tools and business personal property, for a total capital investment of \$12,244,000.00, thereby increasing local tax revenues, 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 INIT 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 INIT to expand its operations 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 Three Hundred Seventy-five Thousand Dollars (\$375,000.00) be awarded to INIT, INC. 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 _____ day of November, 2016.

APPROVED:

Chairman

ATTEST:

Secretary

Hampton Roads Economic Development Alliance

CY 2017 STRATEGIC BUSINESS PLAN – DRAFT FOR REVIEW

Vision

The Hampton Roads Economic Development Alliance (the Alliance) is a non-profit public-private regional economic development partnership committed to a more prosperous and diverse regional economy.

Mission

The Alliance operating mission is to aggressively attract, grow and retain higher wage industries, talent and jobs.

The formal mission statement further describes the Alliance purpose: To market the Hampton Roads area of Virginia and its dynamic communities as a primary location of choice for economic investment and business expansion and serve as the area's lead regional economic development organization to recruit and encourage new and expanded business development and a talented business employment pool to locate in Hampton Roads.

More specifically, the Alliance will:

- Identify and target national and international companies for recruitment to Hampton Roads;
- Aggressively market the competitive advantages of Hampton Roads to the world;
- Develop and promote a global image for Hampton Roads that is inclusive of and bolstered by the strength of its individual communities;
- Focus on achieving regional success that is broad-based and inclusive of each partner community.
- Maintain a regional economic development information, research and resource center;
- Help existing companies with their expansion needs when requested by the locality or the company; and
- Conduct needs assessments on regional economic development issues and support regional efforts that lead to a broad and diversified economic base.

Goals

The 2017 business plan is intended to accomplish the following goals, objectives and key performance indicators.

Core Metrics

Complete 10 business attraction projects that will:

- Create 720 new higher wage jobs (average wage of at least \$50,000 or 110% of the region's average wage) as outlined in the five-year higher wage job creation strategy and plan.
- Increase regional payroll by \$36,000,000.
- Increase capital investment by \$75,000,000.
- Absorb 400,000 sq. ft. of existing and/or new commercial/industrial space.

Key Performance Indicators

- Generate 90 qualified leads for potential new business investment projects.
- Generate 45 qualified projects actively considering Hampton Roads for new investment.
- Host 30 prospects actively considering Hampton Roads for a facility location.

A key element and program drive in the Alliance business plan is the new five-year higher wage job creation strategy and plan. This five-year strategy and plan is described on the following page.

2017 Areas of Focus, Goals, Targets and Performance Standards

Priority Areas of Focus

The Alliance will focus and concentrate time, energy and resources in five priorities areas.

Strategic Competitiveness Initiatives

- **Regional Business Identity and Branding Task Force.** Launch a collaborative effort to conduct an identity audit, clarify and develop business identity case and frame coordinated marketing approach.
- **Workforce and Talent Capacity.** Partner with Opportunity Inc. and the Peninsula Council for Workforce Development to conduct a skill gap analysis in conjunction with the Industry Cluster Mapping project.
- **Competitive Product Strategy.** Partner with Virginia Port Authority and community partners to develop a strategy and plan to increase availability of competitive industrial and distribution space.
- **Emerging Assets.** Work to strengthen and support emerging assets (broadband network, etc.) that will improve and strengthen overall competitive position.

Marketing and Promotion

- **Hampton Roads “Go-to-Market” program and campaign.** Design and implement marketing and communication programs to increase consideration of Hampton Roads as a business location.

Business Development and Sales Promotion

- **High Profile High Impact recruitment.** Focus company outreach toward attraction and recruitment of high profile high impact corporate targets in the target industry sectors.
- **Site Locaters, Consultants and Advisors.** Elevate awareness of the Hampton Roads region through proactive outreach to site locaters, consultants and industry advisors.
- **RED Team.** Leverage team strengths to deliver high value location options to business/industry clients.

Business Intelligence

- **Economic Forum.** Organize and launch the Economic Forum to refine the peer benchmarking program.
- **Enhanced company/industry research platform.** Strengthen research capability in target sectors.

Investor Relations and Engagement

- **Investor Relations and Engagement Team.** Bring together a cross section of investors to review, analyze and understand investor benefits, and frame new investment tiers and engagement opportunities.

Measurement and Evaluation

The Alliance approach to evaluation includes three types or dimensions of assessment.

- **Monitor Progress:** Success in carrying out program activities on schedule and within budget.
- **Evaluate Effectiveness:** Determining whether efforts achieve prescribed objectives.
- **Measure Impact:** Assess positive changes in the overall environment that relate to program actions.

Within this context, the Alliance has developed a system of performance assessments that evaluates both historical performance and functions as a management tool to drive future actions and results. With a clear understanding of what performance areas should be measured, the Alliance has also developed a best practice approach to setting specific performance targets and goals. The overall performance framework along with detailed key performance indicators (KPIs) is attached as an appendix.