

**ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF CHESAPEAKE
THURSDAY, OCTOBER 19, 2017**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, October 19, 2017, at 3:00 p.m. at the Economic Development office, 676 Independence Parkway, Chesapeake, VA.

MEMBERS PRESENT: John B. Maddux, Chairman; Patrick L. Reynolds, Vice Chairman; Teresa C. Peters, Treasurer; Vonda W. Chappell, Secretary; Jeffrey "J.T." Fisher, Assistant Secretary; Bradley M. Brickhouse, Member; Kevin J. Cosgrove, Member; Dawn W. Matheson, Member

MEMBERS ABSENT: Valerie K. Brown, 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
Dulishu Mapp, Chesapeake Economic Development
Joan Fowler, Chesapeake Economic Development
Casey Gilchrist, Chesapeake Economic Development
Preston Wilhelm, Chesapeake Economic Development

GUESTS PRESENT: James Baker, City Manager; Robert C. Ike, Jr., City Council;
Jan Proctor, City Attorney; Allen Campbell, Robert Riddle

CALL TO ORDER

Mr. John B. Maddux, elected Chairman called the meeting to order and turned the meeting over to Ms. Teresa C. Peters for the election of officers and recommendations.

ELECTION OF OFFICERS AND RECOMMENDATIONS:

Nominating committee members Teresa Peters and Patrick Reynolds presented a slate of officers. The proposed slate of officers were: Chair, John B. Maddux; Vice Chair, Patrick L. Reynolds; Treasurer, Ms. Teresa C. Peters, Secretary, Ms. Vonda W. Chappell; and Assistant Secretary, Mr. Jeffrey "J.T." Fisher. After no discussion, Mr. Kevin J. Cosgrove made a motion; seconded by Mr. Patrick Reynolds, to approve the election of new officers for the Chesapeake Economic Development Authority as presented. The motion was approved unanimously.

MEETING MINUTES: After a review of the September 21, 2017 Meeting Minutes, Ms. Vonda Chappell made a motion; seconded by Ms. Teresa Peters, to accept the Minutes from the September 21, 2017 Meeting. The motion was approved unanimously.

TREASURER'S REPORT: Mr. Steven C. Wright, Chesapeake Economic Development, reported the financial statement for September 2017. No questions or concerns were expressed; therefore, Chairman John Maddux declared the September 2017 Treasurer's Report filed for audit.

SPECIAL PRESENTATION:

GIVENS, INC. AND GIVENS TRANSPORTATION:

Mr. Robert Riddle, former EDA member introduced Mr. Allen Campbell, National Sales Manager for Givens, Inc./Givens Group. Mr. Campbell presented a detail background and expansion of all aspects of Givens, Inc./Group and the businesses they affiliate with. Mr. Campbell stated that they have outgrown their campus in Chesapeake and is looking at purchasing a piece of property close to their campus.

INVOICES:

After a review and upon recommendation by Mr. Steven Wright, Mr. Patrick Reynolds made a motion; seconded by Mr. Jeffrey Fisher, to approve for payment the following invoices.

American Awards & Graphics (Inv#79385 #APG30PL Engraving, 9/14/2017).....	127.65
American Awards & Graphics (Inv #79445 plaque engraving, 9/21/2017).....	29.40
Basnight Land & Lawn, Inc. (Inv #83326 Bush Hog Mowing for Oakbrooke, 10/9/2017).....	2,767.50
Basnight Land & Lawn, Inc. (Inv #83036 Grounds Maintenance for Oakbrooke, 10/1/2017).....	3,364.77
Basnight Land & Lawn, Inc. (Inv #82239 Bushog for Greenbrier North, 7/24/2017).....	4,320.00
Chesapeake Wine Festival (Inv #0053 Beverage Cost, 10/7/2017).....	200.00
Chesapeake Wine Festival (Chalet Tickets for Chesapeake Wine Festival 2017, 10/10/2017).....	1,075.00
Dominion Power (Inv #9578017346 services for 444 Network Sta., Sept 2017)	408.51
Dominion Power (Inv #1260413354 services for 411 Innovation Dr., Sept 2017).....	374.82
Minor and Associated (Inv #121691 Professional Services for Year End work follow up, 10/2/2017).....	1,187.50
RFK Solutionz (EDIP incentive [Grant], 10/10/17).....	15,000.00
Sherry Barnette (Misc Cost for Chesapeake Wine Festival 2017, 10/7/2017).....	102.10
Sherry Barnette (Oakbrooke Oct 2017 broker's event, 10/5/17).....	1,175.00
Solitude Lake Management (Inv #PI-A00136241 Annual Lake & Pond Mgmt Services 10/1/2017).....	812.00
Wolfe Environmental & Engineering Consultants, Inc. (Oakbrook wetland Consultation, 10/10/17).....	2,080.00

The motion was approved unanimously.

UNFINISHED BUSINESS:

ECONOMIC DEVELOPMENT UPDATE:

Mr. Steven Wright conveyed to the new members that the Economic Development Authority has a very strong and a very close working relationship with the Economic Development Department by working hand and glove on a lot of different issues. Mr. Steven Wright introduced himself as the Director of the Economic Development Department and provided opportunity for the Economic Development Department staff to introduce themselves also.

Mr. Steven Wright stated that an orientation will be extended particularly for the new EDA members, but all EDA members will be invited as well to learn more about the services we provide, how we work with the authority and the world of Economic Development in general. Because of the more than two members meeting requirement, the orientation will be an open meeting and will be advertised. Mr. Wright pointed out that all of the new EDA members have received a copy of the Strategic Plan and the 2017 Annual Report that chronicles business activities from the prior year.

WORKFORCE INITIATIVE:

Ms. Voncile Gilbreath shared information regarding a National Work Force Program thru the US Chamber of Commerce called "America Working Forward".

SPECIAL EVENTS RECAP:

Ms. Sherry Barnett provided a recap on the Chesapeake Wine Festival event and the Oakbrooke Brokers Luncheon event. Ms. Barnett stated that both hosted events were well attended and enjoyable. Also, Ms. Barnett informed that the Oakbrooke Brokers event came in under budget and close to \$500 will be returned back into the EDA's account. Chairman John Maddux attended both events, expressed accolades, and encouraged EDA members to attend some of the future events for learning experience.

BRANDING EFFORT:

Mr. Steven Wright shared that Chesapeake Economic Development is actively working on a new branding effort as recommended from the consultant in the Strategic Plan. Mr. Wright further stated that the Department has hired an advertising agency to help with the branding effort.

Subsequently, Mr. Wright stated that the department's new brand/tag line will be "Zoned for Prosperity" which defines the kind of community we want to be in the marketplace.

Ms. Casey Gilchrist shared information about the Department's current website and updates for the new website to match the new brand over the next few months. Ms. Gilchrist stated that the new website will use International Economic Development Council (IEDC) standards, be user friendly and will be relevant to its intended audience. Mr. Wright expressed his excitement for

the new website and prosperity it will bring to Chesapeake. Ms. Gilchrist further stated that upcoming projects will consist of updating our community profile and map.

Mr. Kevin Cosgrove asked how much of a ballpark amount was paid for the marketing efforts and website update. Mr. Steven Wright answered his question stating approximately \$30,000.

OAKBROOKE BUSINESS AND TECHNOLOGY CENTER UPDATE:

Mr. Steven Wright shared Chesapeake Economic Development has good relationships with the commercial broker community. Mr. Wright further stated that Chesapeake Economic Development wants to do two broker events a year to make sure Oakbrooke stays top of mind within the broker community. Mr. Wright shared that Oakbrooke property is scarcely depleting and provided updates noting that site 29 is now under contract.

GREENBRIER NORTH COMMERCE PARK (SEVTC) UPDATE:

Mr. Steven Wright provided background history on Greenbrier North Commerce Park for the benefit of the new EDA members.

WESTERN BRANCH UPDATE:

Mr. Preston Wilhem provided update on the sale of Chesapeake Square Mall. Mr. Wilhem shared that the Mall is in the hands of a special servicer who hired a group (Mission Capital). Mr. Wilhem stated that four serious offers were received on the property.

Ms. Teresa Peters asked about the status of the Urban Land Institute (ULI) study. Mr. Wilhem stated that the EDA application has been accepted and we are cautiously optimistic that it will be moving forward soon.

NEW BUSINESS:

Mr. Steven Wright informed that the Department's Holiday Open House is tentatively scheduled for December 14 starting at 4pm. Mr. Wright shared that the Holiday Open House is a networking opportunity and a signatory event for the Department. Considering the Christmas Holidays and the Holiday Open House event, Mr. Wright requested that the December EDA meeting be moved from December 21 at 3pm to December 14 starting at 2pm.

Ms. Dawn W. Matheson made a motion; seconded by Mr. Patrick Reynolds, to move the EDA meeting in December to December 14 and move the time from 3pm to 2pm to accommodate the Holiday Open House following the meeting. The motion was approved unanimously.

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



Steven C. Wright
Executive Secretary

Minutes provided by Angela Davis