

**ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF CHESAPEAKE
THURSDAY, SEPTEMBER 21, 2017**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, September 21, 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; Russell G. Hanson, Jr., Member; Teresa C. Peters, Secretary; Patrick L. Reynolds, Member; Vonda W. Chappell, Member; Robert L. Riddle, Member

MEMBERS ABSENT: Jeffrey "J.T." Fisher, Assistant Secretary, Dan G. Bell, Treasurer

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

GUESTS PRESENT: George Consolvo, Atlantic Shores Christian Schools – Public Hearing Cord. - Grady Palmer – Chesapeake Square Theater
Dave Evans, Katie Moore

CALL TO ORDER

Clyde T. Clark, Jr., Chairman called the meeting to order and turned the meeting over to Mr. Steven C. Wright, Director of Economic Development for presentations/public hearing.

PRESENTATIONS/PUBLIC HEARING:

ATLANTIC SHORES CHRISTIAN SCHOOLS:

Mr. George Consolvo explained that state statute allows the EDA to issue bonds and since the project is located in Chesapeake, he asked that a resolution be recommended to Chesapeake City Council who meets in mid-October to concur with the issue of bonds by the Appomattox EDA.

Mr. John B. Maddux made a motion; seconded by Mr. Patrick L. Reynolds, and carried unanimously to adopt a resolution of the issuance of the bonds on behalf of the Chesapeake Economic Development Authority and recommendation to Chesapeake City Council to concur.

REQUEST REGARDING THE THEATRE PROPERTY:

Mr. Grady Palmer and representatives from Kotaridies presented their recommendation regarding Theatre Property and access to the adjacent piece of property. After presenting background and detailed discussion, no decision was made. Mr. Steven Wright noted further discussion is needed; Mr. John Maddux agreed but did not have any basic problems with the idea.

MEETING MINUTES: After a review of the August 17, 2017 Meeting Minutes, Mr. John Maddux made a motion; seconded by Mr. Patrick Reynolds, and carried unanimously to accept the Minutes from the August 17, 2017 Meeting.

TREASURER’S REPORT: Mr. Steven Wright reported the financial statements for August 2017. Mr. Wright reported that a small balance (\$537.89) remains in the TowneBank account, but will be transferred immediately. After hearing no further questions or concerns, Chairman Clyde Clark, declared the August 2017 Treasurer’s Report filed for audit.

INVOICES:

After a review and upon recommendation by Mr. Steven Wright, Mr. Patrick Reynolds made a motion; seconded by Ms. Teresa C. Peters and carried unanimously to approve for payment the following invoices. There was a question by Ms. Vonda W. Chappell who noticed the Pilot Media Ad invoice cost at \$195.00 compared to its affidavit cost listed at \$170.00. Mr. Wright stated they will be checked but confirmed the cost is \$195.00 for one ad.

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| Pilot Media (Inv #2715472 Newspaper Ad for EDA Meeting, 9/17/2017)..... | 195.00 |
| Basnight Land & Lawn, Inc. (Inv #82636 Grounds Maintenance Service, 9/1/2017)..... | 3,364.77 |
| Basnight Land & Lawn, Inc. (Inv #82930 Bushog Mowing Oakbrooke, 9/6/2017)..... | 2,767.50 |
| Basnight Land & Lawn, Inc. (Inv #82932 Bushog Mowing Greenbrier North, 9/6/2017)..... | 4,320.00 |
| Minor and Associates (Inv #121684 Professional Services for Year End work, 9/3/2017)..... | 2,422.50 |
| Solitude Lake Management (Inv# PI-A00131771 Lake & Pond Mgmt Services, 9/1/2017)..... | 812.00 |
| State Corporation Commission (SCC ID #0625910-5 Oakbrooke Bus. & Tech Ctr. Pr, 8/1/1007)..... | 25.00 |
| Dominion Power (Inv #1260413354 services for 411 Innovation Drive, August 2017)..... | 341.42 |
| Dominion Power (Inv #9578017346 services for 444 Network Station, August 2017)..... | 458.90 |
| SBDC (Inv #2018-01 for contribution, FY 2018)..... | 8,000.00 |

IMPLEMENTATION OF EDA BUDGET:

Mr. Steven Wright provided the EDA with a standard operating budget showing three categories: Maintenance / Operations of Parks, Consultant Costs, and Sponsorships. The budget listed fiscal years (July –June) for 2016, 2017, and annual estimate for current FY 2018.

Mr. Wright stated the information is presented as guidance and a formal budget will be presented to the EDA in subsequent meeting.

UNFINISHED BUSINESS:

ECONOMIC DEVELOPMENT UPDATE:

Mr. Steven Wright provided the Economic Development update and explained the Amazon/HQ2 Project. Mr. Wright explained he would not rule out the project at this time, but considers it to be a long shot and will keep the Authority informed.

OAKBROOKE BUSINESS AND TECHNOLOGY CENTER UPDATE:

Ms. Joan Fowler stated that a contract has been submitted. Mr. Steven Wright provided highlights on building designs (metal, etc.); flexibility in the landscaping. Mr. Russell G. Hanson stated that the standard on architecture and landscaping has paid off. Mr. Patrick Reynolds agreed with Mr. Hanson and stressed that now is not the time to weaken architectural standards.

GREENBRIER NORTH COMMERCE PARK (SEVTC) UPDATE:

Ms. Joan Fowler presented a request from Public Works to utilize a portion of Greenbrier North Commerce Park as a lay down yard for the improvements to be made at Military Hwy. & Smith Ave. Ms. Fowler stated that the construction is supposedly underway now and should be done by the end of the year. The improvements are for the traffic signals and turn lanes on Military Hwy. & Smith Ave. Mr. Wright stated that the improvements being made enhances the park significantly. The motion was made by Mr. Patrick Reynolds; second by Mr. Russell Hanson, and carried unanimously to allow the Chairman and/or Vice Chairman to execute the agreement.

WESTERN BRANCH UPDATE:

Mr. Ben White provided update on behalf of Mr. Preston Wilhem that Chairman Clark and the Western Branch task force will provide to City Council on Tuesday, September 26, 2017, an overview of the task force process and recommendations from the Steering Committee during the City Council work session at 5:00pm, City Hall, 4th floor. Mr. White stated that many Steering Committee members have been invited to attend and the Authority is invited as well.

Additionally, Mr. White provided update on behalf of Mr. Preston Wilhem on Chesapeake Square. Mr. White states that Mission Capital is handling the disposition of the property on behalf of Torch Light Investors. Mr. White indicated that the second and final offering deadline was Monday, September 18, 2017, and that they are expecting to make a decision by next Monday, September 25, 2017.

NEW BUSINESS:

OAKBROOKE BROKERS LUNCHEON (10/5/2017):

Mr. Steven Wright reported that the Brokers Luncheon for Greenbrier North was well attended in March and would like to move forward with a fall Brokers Luncheon for Oakbrooke. Ms. Sherry Barnette presented the agenda and requested \$1,200 budget for the event. Ms. Barnette stated the agenda would consist of box lunch, presentation, and a few small gifts. Mr. Robert L. Riddle made a motion; seconded by Ms. Vonda Chappell, and carried unanimously to approve the \$1,200 budget for the Brokers Luncheon for Oakbrooke.

PUBLIC NOTICE FOR EDA MEETINGS:

Mr. Steven Wright requested clarification on requirements for Public Notice for EDA meeting and how we can meet them in the most cost effective manner. Mr. Jim Pickrell, EDA Attorney reported staff had been advertising the monthly meetings in the paper but there is no requirement for advertising them in the paper for regular scheduled meeting. Mr. Pickrell stated the only thing that has to be advertised in the newspaper are public bonds hearings in which the applicant places the ad and gets bill for the ad. Mr. Pickrell stated that the EDA will make sure as a check off that the ad is place in the newspaper. Mr. Pickrell reported that regular schedule EDA meetings require notification on the website and posting at the office. Mr. Steven Wright summarized that staff will publish EDA meetings on our website, office door, and also send notice to the City Clerk's Office.

NOMINATING COMMITTEE:

Ms. Teresa C. Peters and Mr. Patrick L. Reynolds have been appointed to the nominating committee for the new EDA members coming in.

EXECUTIVE SESSION:

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

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

OAKBROOKE BUSINESS & TECHNICAL CENTER:

Mr. Patrick Reynolds made a motion, seconded by Mr. Russell Hanson and carried unanimously to sell Parcel 29, and to authorize the Chair/Vice Chair to execute all documents pertaining to the transaction.

MCDONOUGH BOLYARD PECK, INC:

Mr. Russell Hanson made a motion, seconded by Mr. Patrick Reynolds and carried unanimously to provide construction management for Greenbrier Parking Garage, and to authorize the Chair/Vice Chair to execute all documents pertaining to the transaction.

GEOVADIS:

Mr. Patrick Reynolds made a motion, seconded by Mr. Russell Hanson and carried unanimously to enter into a nine-month contract, and to authorize the Chair/Vice Chair to execute all documents pertaining to the transaction.

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