

**ECONOMIC DEVELOPMENT AUTHORITY  
OF THE CITY OF CHESAPEAKE  
THURSDAY, October 15, 2020**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, October 15, 2020, at 3:00 p.m. at Liberty Executive Park II, located at 1301 Executive Boulevard, Chesapeake, VA 23322.

**MEMBERS PRESENT:** Patrick L. Reynolds, Chairman; Vonda W. Chappell, Vice Chairman; Kevin J. Cosgrove, Secretary; John Maddux, Member; Dawn Matheson, Member; Bradley Brickhouse, Member; Tonya Gill, Member; Luis Jimenez, Member

**MEMBERS ABSENT:** None

**ALSO PRESENT:** Steven C. Wright, Executive Secretary

**COUNSEL PRESENT:** Jacob Stroman, City Attorney; Acting EDA Attorney

**CED STAFF PRESENT:** Ben White; Preston Wilhelm; Lloyd Jackson; Tim Howlett;  
Constantia Matthews; Kerstin Plarr; Stephanie Glover;

**GUESTS PRESENT:** Thomas James, Associate City Attorney; Michael Malone

**CALL TO ORDER**

Patrick Reynolds, Chairman, declared a quorum present and called the meeting to order. Chairman Reynolds introduced Michael Malone to the EDA members advising he was appointed by City Council to the EDA on October 13, 2020.

**SPECIAL PRESENTATION:**

Mr. Jay Stroman, City Attorney, presented a power point training session on The Virginia Freedom of Information Act (FOIA) pursuant to the Virginia Code § 2.2-3700 et seq.

**MEETING MINUTES:** After a review of the September 17, 2020 Meeting Minutes, Ms. Vonda Chappell, made a motion; seconded by Mr. John Maddux, to accept the minutes from the September 17, 2020 Meeting. The motion was unanimously approved.

**TREASURER'S REPORT(S):** Mr. Steven Wright, Chesapeake Economic Development, presented the treasurer's report for September, 2020. No other questions or concerns were expressed; therefore, Chairman Patrick Reynolds declared September, 2020 Treasurer's Report filed for audit.

**INVOICES:**

All of the invoices were approved budgeted invoices

**UNFINISHED BUSINESS:**

**ECONOMIC DEVELOPMENT UPDATE:**

Mr. Steven Wright introduced Mr. Lloyd Jackson, Senior Business Development Manager, and advised he will be sharing information with the members regarding the Plasser America expansion.

Mr. Lloyd Jackson updated Plasser America announced an expansion of a \$52 million dollar investment for 60,000 square feet of office space and an 80,000 square foot warehouse building. Members of the Authority were briefed in closed session about the project and CED will continue to update EDA members.

Mr. Steven Wright noted this project is important because 1.) its location in South Norfolk will increase job creation in the community; 2.) it continues and grows the relationships with our internationally based companies; and 3.) it increases Chesapeake's manufacturing base. Mr. Wright stated the hope is this project puts Chesapeake in position to attract similar investments.

**OAKBROOKE BUSINESS & TECHNOLOGY CENTER – UPDATE:**

Mr. Steven Wright updated there is no new information to report but there will be a closed session to talk about a property adjacent to Oakbrooke.

**GREENBRIER:**

Mr. Steven Wright updated that unfortunately Mr. Shinichi Nakano, who was scheduled to be introduced at today's meeting, will not be able to make it and sends his regrets. Mr. Nakano is meeting with several A&E firms today and will be working with MBP who will help guide him through the process. Mr. Nakano purchased approximately 8 to 9 acres in Greenbrier Commerce Park and is a large part of the reason it has been sold out. He hopes to meet the EDA members during his next visit.

Mr. Patrick Reynolds updated that Givens has a building out of the ground and Baylor is working on two buildings.

**WESTERN BRANCH UPDATE:**

Mr. John Maddux updated there is some proposed activity at the mall site which is considering some different concepts to transform part of the mall back into a shell and take down everything inside. There is also a possibility of developing an office building there.

**COMMITTEE REPORTS:**

Committee reports will be covered in Old Business.

**NOMINATION COMMITTEE/SLATE OF OFFICERS:**

Mr. Patrick Reynolds and Mr. Bradley Brickhouse served on the nomination committee and recommended to approve the following nomination for the slate of new EDA officers: Mr. Patrick Reynolds, Chairman; Ms. Vonda Chappell, Vice Chairman; Mr. Kevin Cosgrove, Treasurer/Assistant Secretary; Mr. Bradley Brickhouse, Secretary.

Mr. Jim Pickrell suggested making the addition of Assistant Secretary to the Treasurer position permanent to prevent an interruption in the ability to do business. Mr. John Maddux made a motion to approve adding the additional title Assistant Secretary to the Treasurer position; seconded by Dawn Matheson. The motion passed unanimously.

**OLD BUSINESS:**

Ms. Constantia Matthews provided an update on the COVID-19 Grant status, advising there have been 87 awards, (with an average disbursement of \$9,200), 18 disqualifications (for not meeting eligibility requirements), and 81 current applications under review.

Mr. Steven Wright updated since the funds allocated by the CARES Act expire December 30, 2020, there will be an assessment meeting at the end of October to evaluate the best way to get the funds into the business community. Mr. Wright advised the CED staff has been very responsive and flexible in administering the grant program and thanked them for their compassion and patience in working through this process with the businesses.

**EXECUTIVE SESSION:**

Mr. Jay Stroman, City Attorney, stated the executive session will cover:

Clause 3, discussion of acquisition of real property and/or disposition of publicly held real property where discussion in open session would adversely affect the negotiating position of the EDA.

A motion was made and seconded certifying that only public business matters lawfully exempted from open meeting requirements were identified in the motion convening the executive discussion were heard, discussed or considered. The certification was approved unanimously.

Mr. Kevin Cosgrove made a motion; seconded by Ms. Vonda Chappell to go into Executive Session. The motion was approved unanimously.

Ms. Dawn Matheson made a motion; seconded by Mr. John Maddux to leave the Executive Session. The motion was approved unanimously.

**ADDITIONAL BUSINESS:**

Mr. Kevin Cosgrove made a motion to approve moving forward with obtaining a survey not to exceed the current estimated cost; seconded by Mr. Bradley Brickhouse. The motion was unanimously approved.

**FOR YOUR INFORMATION:**

Mr. Steven Wright reminded members the deadline to complete the mandatory conflict of interests ethics training is December 31, 2020. Mr. Wright stated the mandatory training is an audited item.

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



Steven C. Wright  
Executive Secretary

Minutes provided by Jude Jackson