

**ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF CHESAPEAKE
THURSDAY, May 20, 2021**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, May 20, 2021, 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
Bradley Brickhouse, Secretary
Kevin J. Cosgrove, Treasurer/Assistant Secretary
John Maddux, Member
Dawn Matheson, Member
Luis Jimenez, Member
Tonya Gill, Member
Michael Malone, Member

MEMBERS ABSENT: None

ALSO PRESENT: Steven C. Wright, Executive Secretary

COUNSEL PRESENT: Jim Pickrell, KPCT PC, EDA Attorney, via telephone call-in

CED STAFF PRESENT: Ben White; Preston Wilhelm; Lloyd Jackson; Sherry Barnette; Tim Howlett; Curtis Cobert; Constantia Matthews; Stephanie Glover

GUESTS PRESENT: Jacob Stroman, City Attorney

CALL TO ORDER

Mr. Patrick Reynolds, Chairman, declared a quorum present and called the meeting to order.

MEETING MINUTES: After a review of the April 15, 2021 Meeting Minutes, Mr. John Maddux made a motion; seconded by Ms. Dawn Matheson, to accept the minutes from the April 15, 2021 meeting. The motion was unanimously approved.

TREASURER'S REPORT(S): Mr. Steven Wright, Chesapeake Economic Development, presented the treasurer's report for April 2021. No other questions or concerns were expressed; therefore, Chairman Patrick Reynolds declared April 2021 Treasurer's Report filed for audit.

Mr. Wright updated it is time to prepare the fiscal budget beginning July 2021. Mr. Wright asked Chairman Patrick Reynolds to appoint a committee of two (2) to work with staff on producing the operational budget for the next fiscal year. Chairman Reynolds nominated Mr. Bradley Brickhouse and Mr. Luis Jimenez for the requested budget committee. Both Mr. Brickhouse and Mr. Jimenez accepted the Chairman's nomination to the budget committee.

INVOICES:

All invoices were approved budgeted invoices

UNFINISHED BUSINESS:

ECONOMIC DEVELOPMENT UPDATE:

Mr. Ben White updated that members of the EconDev staff attended the Hampton Roads Chamber (HRCC) Small Business of the Year awards today. Big Ugly Brewing was the Chesapeake business of the Year. The HRCC Small Business of the Year was Total Business Solutions from Portsmouth. The staff was able to attend the ceremony without masks and shake hands with people. Beginning in August, staff members will be able to start attending some of the trade shows and conferences.

Mr. White reported that as a result of the existing business visits, staff has identified a common theme across all business types. Most businesses have survived the pandemic, they are now turning the corner but unfortunately, they have major workforce shortages. This is an issue that we, as an economic development department and as a region, are working to resolve.

Mr. Steven Wright advised CED is anxious to get back to traditional economic development activities throughout the region and the world. The Governor is currently in Europe on a trade mission. Mr. Wright updated CED expects to be out on the road again very soon working with economic partners like VEDP and the Port of Virginia to promote Virginia, Hampton Roads and Chesapeake.

OAKBROOKE BUSINESS & TECHNOLOGY CENTER UPDATE:

Mr. Tim Howlett update the POA has voted to hire Stanton Partners to run the organization. They have requested two improvements consisting of repairing the walking path that goes around the lake in order to remove the trip and fall hazards that currently exist, and making improvements on the irrigation system to maintain the landscaping. The two improvements will cost approximately \$11,500.00 which can be paid for with miscellaneous operating funds. Mr. Howlett reported the two requested improvements will get the property ready for transfer to the POA in good operating shape.

Mr. Steven Wright reiterated appropriate repairs will be made to the walking path to ensure it is in a good and safe condition for the transfer to the POA. Mr. Wright also confirmed the EDA will have adequate representation on the POA board as well as the design review committee.

WESTERN BRANCH UPDATE:

To be discussed in closed session.

COMMITTEE REPORTS:

Committee reports will be covered in Closed Session.

OLD BUSINESS:

COVID-19 SMALL BUSINESS RECOVERY GRANT:

Ms. Constantia Matthews provided an update on Round 4 of the COVID-19 Small Business Recovery Grant. Ms. Matthews reminded members that round 4 consisted of first time applications as well as second time applications and reported the following:

- First Time Applications received to date total 77 and \$253,655.00 has been awarded with 55 applications currently under review. If all applicants receive the full grant award that will be an additional \$687,500.00 for a total of \$941,155.00.
- Second Time Applications received to date total 224 and \$385,000.00 has been awarded. If all applications currently under review receive the full grant award that will be an additional \$175,000.00 for a total of \$560,000.00.

Ms. Matthews advised Round Four is scheduled to close on June 1, 2021.

Ms. Matthews also provided a recap of rounds one, two and three of the COVID-19 Small Business Recovery Grant and reported the following:

- Round 1 was mostly CDBG applications with 15 awards totaling \$50,000.00
- Round 2 had 252 awards totaling \$2,402,630.93
- Round 3 had 105 awards totaling \$1,042,489.00

The total of grants awarded in rounds one, two and three was \$3,495,128.93

The total of all four rounds, if all applications received to date are awarded the full amount, will be \$4,996,283.93

Mr. Steven Wright thanked the members of the Authority for their support throughout the entire grant program process and confirmed round four will be the final round. Mr. Wright advised Chesapeake has received \$76 million dollars for the second round of pandemic relief from the Biden administration. Infrastructure improvement may be one of the next priorities for use of the pandemic dollars. This would have a significant impact on the ability to market quality sites in Chesapeake and attract more businesses to the local economy.

FOR YOUR INFORMATION:

Mr. Steven Wright reminded the members of the Authority the 21st Annual Business Appreciation Golf tournament is less than two weeks away. It will be held at the Greenbrier Country Club on June 4, 2021. A shotgun start will be at 9:00 am with the 19th hole in the Greenbrier Country Clubhouse. The proceeds from the tournament will be awarded to the Chesapeake Public Schools Foundation.

EXECUTIVE SESSION:

Mr. Jacob 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.

Clause 6, discussion of consideration of investment of public funds.

Clause 8, discussion of consultation with legal counsel retained by the EDA regarding a specific legal matter requiring the provision of legal advice by counsel.

A motion was made to go into Executive Session by Ms. Dawn Matheson; seconded by Ms. Vonda Chappell. The motion was approved unanimously.

A motion was made by Ms. Dawn Matheson; seconded by Ms. Vonda Chappell 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.

Ms. Dawn Matheson made a motion; seconded by Ms. Tonya Gill to leave the Executive Session. The motion was approved unanimously.

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


Steven C. Wright
Executive Secretary