

**ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF CHESAPEAKE
THURSDAY, June 17, 2021**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, June 17, 2021, at 3:00 p.m. at the Economic Development Office, 676 Independence Parkway, Chesapeake, VA 23320.

MEMBERS PRESENT: Patrick L. Reynolds, Chairman
Vonda W. Chappell, Vice Chairman
Bradley Brickhouse, Secretary
Kevin J. Cosgrove, Treasurer/Assistant Secretary
Dawn Matheson, Member
Michael Malone, Member

MEMBERS ABSENT: John Maddux, Member
Luis Jimenez, Member
Tonya Gill, Member
Steven C. Wright, Executive Secretary

COUNSEL PRESENT: Jim Pickrell, KPCT PC, EDA Attorney

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; Ashleigh Newman with Whiting Turner Contracting; Lydia Reynard with Whiting Turner Contracting; Ajoni Wynn, CED Summer Intern

CALL TO ORDER

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

INTRODUCTION OF GUEST: Ms. Ashleigh Newman with Whiting Turner Contracting, Ms. Lydia Reynard with Whiting Turner Contracting, and Ms. Ajoni Wynn, CED Summer Intern, introduced themselves to the members of the Authority.

MEETING MINUTES: After a review of the May 20, 2021 Meeting Minutes, Mr. Brad Brickhouse made a motion; seconded by Ms. Vonda Chappell, to accept the minutes from the May 20, 2021 meeting. The motion was unanimously approved.

TREASURER’S REPORT(S): Ms. Constantia Matthews, Chesapeake Economic Development, presented the treasurer’s report for May 2021. No other questions or concerns were expressed; therefore, Chairman Patrick Reynolds declared May 2021 Treasurer’s Report filed for audit.

Mr. Ben White updated the Cloverleaf company was acquired by another company prior to completing their project, therefore the funding for that EDIP grant will be returned to the City of Chesapeake. Mr. Kevin Cosgrove made a motion that the EDIP grant for Cloverleaf be null and void and the funds returned to the City of Chesapeake; seconded by Ms. Dawn Matthews. The motion was approved unanimously.

INVOICES:

All invoices were approved budgeted invoices

UNFINISHED BUSINESS:

ECONOMIC DEVELOPMENT UPDATE:

Mr. Ben White updated the CED 21st Business Appreciation Golf Classic was a great success and two businesses have already indicated interest in being sponsors for next year. Mr. White thanked the EconDev staff and especially Mr. Curtis Cobert for all the work coordinating the tournament.

The remainder of the ED update will take place in closed session.

OAKBROOKE BUSINESS & TECHNOLOGY CENTER UPDATE:

Mr. Tim Howlett updated the POA is taking over on July 1, 2021. Mr. Jim Pickrell advised there is a quick claim deed transferring the land to the Oakbrooke Business & Technology Center POA, Inc., as part of removing the EDA from the POA role. Ms. Dawn Matheson made a motion to convey the common areas of Oakbrooke Park to the Business Owner Association; seconded by Ms. Vonda Chappell. The motion was approved unanimously. Mr. Howlett reported there has been a tremendous amount of interest in the remaining lots, and a coordinated effort is being made to notify all the other property owners of the available property.

Mr. Ben White updated two contracts have been received for the land in the southeastern parkway right of way. Blackwater Electric is contracted to purchase 2.6 acres of the east parcel of what has been historically known as the Southeastern expressway reservation, and ALM is contracted to purchase approximately 4 acres. Mr. Tim Howlett is working through the process of renewing that reservation and vacating the property lines. Mr. White reported all the land combined that Mr. Howlett is working on will add 1.7 to 1.8 million dollars of real estate value on the books and produce about 25k to 30k in tax revenue per year.

OAKBROOKE BUSINESS & TECHNOLOGY CENTER UPDATE continued:

Mr. Jim Pickrell advised the two contracts need to be approved by the EDA. The EDA is assuming all costs associated with the subdivision as well as the rezoning, but not any improvements that might be required. The subdivision plat must meet the approval of both the EDA and the purchaser. Closing will occur 30 days after approval, but no later than May 21, 2022. The real estate commission owed on each of these contracts is 5% of the gross sales price. Mr. Kevin Cosgrove made a motion for the sale of the parcels to Blackwater Electrical and ALM; seconded by Ms. Dawn Matheson. The motion was approved unanimously.

WESTERN BRANCH UPDATE:

No update reported.

COMMITTEE REPORTS:

Ms. Constantia Mathews presented the proposed 2022 budget. The Authority agreed to postpone the vote on the 2022 budget until the July 15, 2021 EDA meeting to confirm the post POA transfer ownership costs of the remaining EDA owned parcels.

The remaining committee reports to be discussed in closed session.

OLD BUSINESS:

COVID-19 SMALL BUSINESS RECOVERY GRANT:

Mr. Ben White updated the COVID-19 Small Business Recovery Grant ended on June 1, 2021. The EconDev staff is continuing to review the applications received to date.

Ms. Constantia Matthews provided an update on Round 4 of the COVID-19 Small Business Recovery Grant:

- 104 First Time Applications have been received with 45 grants awarded totaling \$551,756.00
56 First Time Applications are under review. If all applications under review receive the full grant award that will be an additional \$700,000.00 for a total award of \$1,251,756.00
- 286 Second Time Applications have been received with 245 grants awarded totaling \$637,775.00
38 Second Time Applications are under review. If all applications under review receive the full grant award that will be an additional \$95,000.00 for a total of \$732,775.00
- Total funds disbursed for all four rounds is \$5,002,000.00 and 487 businesses have been assisted.

FOR YOUR INFORMATION:

Mr. Jacob Stroman, City Attorney, provided an overview of his Memorandum re: Public Meeting Requirements for Boards and Commissions Post-pandemic. Mr. Stroman advised that due to the changes in the Governor's Executive Orders and the Guides from the CDC, City Council has made the decision to go back to pre-pandemic meeting in person conditions as of May 28, 2021. Going forward all Boards and Commissions will meet in person until further notice.

Mr. Ben White updated YUPO has completed the 100,000 square foot new warehouse space and will have a ribbon cutting to celebrate on July 1, 2021 at 10:00 a.m. All EDA members are invited to attend.

EXECUTIVE SESSION:

Mr. Jim Pickrell, KPCT PC, EDA 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. Vonda Chappell; seconded by Mr. Michael Malone. The motion was approved unanimously.


A motion was made by Ms. Vonda Chappell; seconded by Mr. Michael Malone 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. Vonda Chappell made a motion; seconded by Mr. Michael Malone to leave the Executive Session. The motion was approved unanimously.

ADDITIONAL MOTIONS FROM COMMITTEE MEMBERS:

Mr. Kevin Cosgrove made a motion that the Competitiveness Committee be authorized to proceed as discussed in Executive Session; seconded by Ms. Vonda Chappell. 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

Minutes provided by Jude Jackson