

**ECONOMIC DEVELOPMENT AUTHORITY  
OF THE CITY OF CHESAPEAKE  
THURSDAY, June 16, 2022**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, June 16, 2022, at 3:00 p.m. at Summit Pointe, 555 Belaire Avenue, Suite 310, Chesapeake, VA 23320.

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**MEMBERS PRESENT:** Vonda W. Chappell, Chair  
Kevin J. Cosgrove, Vice Chair  
Dawn Matheson, Treasurer/Assistant Secretary  
M. Bradley Brickhouse, Secretary  
Luis Jimenez, Member

**MEMBER(S) ABSENT:** John Maddux, Member  
Patrick L. Reynolds, Member  
Michael Malone, Member  
Tonya Gill, Member

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

**COUNSEL PRESENT:** John Sawyer, WRG PC, EDA Counsel

**CED STAFF PRESENT:** Preston Wilhelm; Lloyd Jackson; Sherry Barnette; Tim Howlett; Curtis Cobert; Constantia Matthews; Kerstin Plarr, Stephanie Glover

**GUESTS PRESENT:** Brian Solis, Deputy City Manager; Jay Stroman, City Attorney; Sophie Maxwell, CED Intern; Toi Hunter, Vice President of Business Retention & Expansion with the Hampton Roads Alliance; Jeff Parker, Colliers International; Randy Royal, Principal, Kimley-Horn and Associates; John Kinsley, Business Development with Image Business Interiors

**CALL TO ORDER:** Ms. Vonda Chappell, Chair, declared a quorum present, and called the meeting to order.

**SPECIAL PRESENTATION:**

Mr. Preston Wilhelm introduced Mr. Jeff Parker with Colliers International who represents Summit Pointe for both the office and retail sectors. Mr. Parker addressed the retail attraction challenges encountered in non-traditional suburban spaces like Summit Pointe. Mr. Parker advised lack of surface parking and signage are the two biggest challenges with vertical suburban retail development.

**INTRODUCTIONS:**

Mr. Steven Wright, Chesapeake Economic Development, introduced and welcomed the guests present including Ms. Toi Hunter, Vice President of Business Retention & Expansion with the Hampton Roads Alliance, and Mr. John Kinsley, Business Development with Image Business Interiors.

**MEETING MINUTES:**

After a review of the May 19, 2022 Meeting Minutes, Ms. Dawn Matheson made a motion; seconded by Mr. Kevin Cosgrove, to accept the minutes from the May 19, 2022 meeting. The motion was approved unanimously.

**TREASURER’S REPORT(S):**

Ms. Constantia Matthews presented the treasurer’s report for May 2022. No other questions or concerns were expressed; therefore, Chair Vonda Chappell declared May 2022 Treasurer’s Report filed for audit.

Ms. Matthews presented the proposed Fiscal Year 2023 Budget for the members’ consideration. Mr. Luis Jimenez made a motion to approve the proposed Fiscal Year 2023 Budget; seconded by Mr. Kevin Cosgrove. The motion was approved unanimously.

**INVOICES:**

All the invoices were approved budgeted invoices.

**UNFINISHED BUSINESS:**

**ECONOMIC DEVELOPMENT UPDATE:**

Mr. Curtis Cobert reported the 22<sup>nd</sup> Annual Business Appreciation Golf Classic had a good turn out and was a great success.

Ms. Kerstin Plarr introduced Ms. Sophie Maxwell who is spending the summer interning for Economic Development and HRACRE. Ms. Maxwell is studying Economics and International Relations at the University of Georgia.

**THREE OAKS AT GREENBRIER COMMERCE PARK:**

Ms. Kerstin Plarr updated the marketing activity from the listing and landing pages featured on CoStar has generated 25 different contact forms from users requesting pricing and additional information. Ms. Plarr reported there are seven and potentially eight active prospects CED staff are communicating with regularly. Ms. Plarr also reported the Go Virginia Grant application to promote Three Oaks to a tier-ready site has been approved.

Mr. Preston Wilhelm added there is also a detailed Offering Memorandum which includes all the studies and has generated a lot of interest as well. Mr. Wilhelm reported there are some access issues that will need to be improved and invited the Authority members to schedule a tour of the property.

Mr. Tim Howlett updated on the progress of the water and sewer line and hoped to have approval by the end of the month.

**OAKBROOKE BUSINESS & TECHNOLOGY CENTER UPDATE:**

Mr. Tim Howlett updated both Blackwater Electric and Chesapeake Care have closed on their respective parcels and there is only one remaining property. Mr. Howlett advised JRC Mechanical requested a first right of refusal for lot 25 at the full asking price through the end of February 2023.

**WESTERN BRANCH UPDATE:**

Mr. Preston Wilhelm updated the developer that has the parcel owned by the EDA at 4300 Portsmouth Boulevard under contract has submitted the completed proposal to the VA. Mr. Wilhelm advised there are several competing sites being considered by the VA, but a decision should be made in the near future.

Ms. Sherry Barnette updated a Lone Star Steak House and Bubba's 33 is being built on the former Toys-R-Us location.

Mr. Brian Solis updated the gateway improvement project for the Portsmouth Boulevard corridor at the I 664 Interchange has been approved by City Council and the funding appropriated. Mr. Solis reported they are currently working through delivery method options for the project.

**COMMITTEE REPORTS:**

Will be in closed session.

**NEW BUSINESS:**

Ms. Kerstin Plarr presented a power point of retail incentive programs available in some of the other Hampton Roads municipalities.

**EXECUTIVE SESSION:**

Mr. John Sawyer, EDA Counsel, stated the EDA may wish to consider a motion to conduct a closed meeting for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining or negotiating position of the Economic Development Authority (EDA), specifically: first for two potential acquisitions of real property for economic development purposes and second one disposition of publicly held real property all as permitted by Sections 2.2-3711(A) (3) of the Code of Virginia.

Ms. Dawn Matheson made a motion; seconded by Mr. Luis Jimenez to go into Executive Session. The motion was unanimously approved.

Mr. John Sawyer, EDA Counsel, stated the EDA may wish to consider a motion to certify that to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered. The certification was approved, and the Executive Session was closed unanimously via a roll call vote.

**ADDITIONAL MOTIONS:**

A motion was made by Mr. Kevin Cosgrove to direct CED staff and EDA counsel to draft the appropriate documents to generate a first right of refusal upon the terms discussed in Closed Session; seconded by Mr. Brad Brickhouse. The motion was unanimously approved.

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



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Steven C. Wright  
Executive Secretary

Minutes provided by Jude Jackson