

**ECONOMIC DEVELOPMENT AUTHORITY  
OF THE CITY OF CHESAPEAKE  
THURSDAY, September 15, 2022**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, September 15, 2022, at 3:00 p.m. at Summit Pointe, 555 Belaire Avenue, Suite 310, Chesapeake, VA 23320.

**MEMBERS PRESENT:** Vonda W. Chappell, Chair  
Kevin J. Cosgrove, Vice Chair  
M. Bradley Brickhouse, Secretary  
Dawn Matheson, Treasurer/Assistant Secretary  
Patrick L. Reynolds, Member  
Luis Jimenez, Member  
Michael Malone, Member  
Tonya Gill, Member

**MEMBER(S) ABSENT:** John Maddux, Member

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

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

**CED STAFF PRESENT:** Ben White; Lloyd Jackson; Tim Howlett; Curtis Cobert; Constantia Matthews; Stephanie Howell

**GUESTS PRESENT:** Brian Solis, Deputy City Manager; Jay Stroman, City Attorney; Vic Nicholls, citizen; Dainan Gibson, Director of Business Development, ECS Mid-Atlantic, LLC; Bob Jones, The Jones Law Firm

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

**SPECIAL PRESENTATION:**

Mr. Steven Wright introduced Mr. Bob Jones of The Jones Law Firm to give a presentation on a 27-acre piece of property referred to as The Commons located in the Dominion Corridor. Mr. Jones advised the City rezoned the property to allow the building of apartments featuring a mixed-use environment with retail commercial spaces. Due to the large number of vacant retail spaces in the surrounding areas Mr. Jones proposed reducing the retail footprint in favor of residential apartments that can be combined with retail commercial spaces on an as needed basis and requested the Authority's support for this project.

**MEETING MINUTES:**

After a review of the August 18, 2022 Meeting Minutes, Ms. Dawn Matheson made a motion; seconded by Mr. Michael Malone, to accept the minutes from the August 18, 2022 meeting. The motion was approved unanimously.

**TREASURER’S REPORT(S):**

Mr. Steven Wright presented the treasurer’s report for August 2022. No other questions or concerns were expressed; therefore, Chair Vonda Chappell declared August 2022 Treasurer’s Report filed for audit.

**INVOICES:**

All the invoices were approved budgeted invoices.

**UNFINISHED BUSINESS:**

**ECONOMIC DEVELOPMENT UPDATE:**

Mr. Steven Wright updated Fairbanks Morse Defense had a groundbreaking event for a new training and service facility they are building in the Bowers Hill area on Curtis Saunders Court. Mr. Wright advised this facility is the first phase of a multi-phase project.

Mr. Wright reported post COVID several staff members are traveling on marketing missions, working with site selection consultants, attending trade shows and retail conferences. Mr. Wright added international travel and marketing will also continue with multiple companies that have expressed an interest in the City of Chesapeake.

**THREE OAKS AT GREENBRIER COMMERCE PARK:**

Mr. Wright updated there continues to be significant interest in Three Oaks and CED is currently working on multiple projects for the site.

**OAKBROOKE BUSINESS & TECHNOLOGY CENTER UPDATE:**

No new update.

**WESTERN BRANCH UPDATE:**

Mr. Tim Howlett updated the developer for the VA Clinic submitted the application for the conditional use permit for the September 26<sup>th</sup> deadline and pre-meetings have started to monitor the process.

**NEW BUSINESS:**

Mr. Steven Wright reported the application for the Virginia Business Ready Site Program state funding has been submitted.

**NOMINATING COMMITTEE/SLATE OF OFFICERS:**

Mr. Patrick Reynolds and Mr. Brad Brickhouse, the Nominating Committee, presented and recommended for approval the following nominations for the slate of new EDA officers:

- Mr. Kevin Cosgrove, Chair
- Mr. Brad Brickhouse, Vice Chair
- Ms. Dawn Matheson, Secretary/Vice Treasurer
- Mr. Michael Malone, Treasurer

Ms. Tonya Gill made a motion; seconded by Ms. Dawn Matheson to approve the Nominating Committee's recommended new slate of EDA officers. The motion was unanimously approved.

**SPECIAL ACKNOWLEDGMENT:**

Mr. Steven Wright advised pending a new appointment by City Council, this will be Mr. Patrick Reynolds' final meeting as a member of the Authority. Mr. Wright thanked Mr. Reynolds on behalf of the CED staff for his service and the expertise he brought to the Authority.

**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 for potential acquisition of real property for economic development purposes and the disposition of publicly held real property all as permitted by Sections 2.2-3711(A) (3) of the Code of Virginia.

Mr. Kevin Cosgrove made a motion; seconded by Mr. Michael Malone to go into Executive Session. The motion was unanimously approved.

A roll call vote was taken to leave the Executive Session.

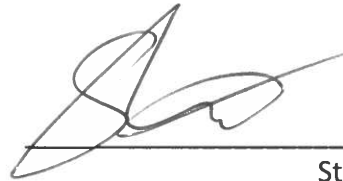
Mr. John Sawyer, EDA Counsel, stated the EDA may wish to consider a motion to certify that to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed and only such public business matters as were identified in the 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.

Mr. Kevin Cosgrove made a motion; seconded by Mr. Michael Malone to increase the contract with Kimley Horne by an amount of \$200,000 to cover the cost of the items discussed in Executive Session. The motion was unanimously approved.

**FOR YOUR INFORMATION:**

- October 8, 2022 - 12<sup>th</sup> Annual Wine Festival
  - Chesapeake City Park 12:00 pm – 6:00 pm
- December 15, 2022 – Economic Development Holiday Open House
  - Summit Pointe 2<sup>nd</sup> Floor 4:00 pm

**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