

**ECONOMIC DEVELOPMENT AUTHORITY  
OF THE CITY OF CHESAPEAKE  
THURSDAY, May 18, 2023**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, May 18, 2023, 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/Asst. Secretary  
John Maddux, Member  
Luis Jimenez, Member  
Michael Malone, Member  
Tonya Gill, Member  
Julie Anderson, Member

**MEMBER(S) ABSENT:** None

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

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

**CED STAFF PRESENT:** Ben White; Sherry Barnette; Constantia Robinson; Jude Jackson

**GUESTS PRESENT:** Brian Solis, Deputy City Manager; Susan Rowling, Deputy City Attorney – via telephone; Toi Hunter, VP Business Retention, Alliance; Lang Williams, Executive VP, Colliers; Ashton Williamson, Executive VP, Colliers; Levin Turner, Planning Commissions Member; Pamela Brandy, Citizen; Vic Nichols, Citizen

**CALL TO ORDER:**

Ms. Vonda Chappell, Chair, declared a quorum present, called the meeting to order, and opened the floor for a motion to approve the Draft Agenda. Ms. Julie Anderson made a motion to approve the Draft Agenda; seconded by Mr. Michael Malone. The Draft Agenda was unanimously approved.

**INTRODUCTIONS AND SPECIAL PRESENTATION:**

Mr. Steven Wright introduced Mr. Lang Williams and Mr. Ashton Williamson from Colliers International, who presented on the industrial activity in the region and, particularly Chesapeake. They discussed potential industrial opportunities and highlighted the increased costs of building and development for prospective businesses. Mr. Williams also emphasized the advantages the Port offers Chesapeake in attracting new businesses.

**MEETING MINUTES:**

After a review of the April 20, 2023 Meeting Minutes, Mr. Kevin Cosgrove made a motion; seconded by Mr. Michael Malone, to accept the minutes from the April 20, 2023 meeting. The motion was unanimously approved.

**TREASURER’S REPORT:**

Ms. Constantia Robinson presented the treasurer’s report for April 2023. No other questions or concerns were expressed; therefore, Chair Vonda Chappell declared April 2023, Treasurer’s Report filed for audit.

**INVOICES:**

All the invoices were approved budgeted invoices.

**ECONOMIC DEVELOPMENT UPDATE:**

Mr. Steven Wright reported the CED staff has been traveling extensively, including visits to Asia, Europe, Canada, and upcoming domestic trips. Mr. Wright explained the purpose of these travels is to raise awareness in various marketplaces about Chesapeake and what it has to offer prospective businesses. Mr. Wright also discussed the recent Virginia Consultants Forum held in Virginia Beach, that was sponsored by three State organizations, the Virginia Economic Development Partnership, the Virginia Chamber of Commerce, and the Virginia Economic Development Association. The forum was a groundbreaking event for Hampton Roads where economic development organizations from the region had the opportunity to connect with consultants from around the country. Mr. Wright thanked Ms. Toi Hunter for the HR Alliance's funding support for local economic developers to attend the event. Mr. Wright mentioned the positive feedback he received from participants and consultants, and he expressed hope for future similar events. In addition, Mr. Wright reported a 60 day delay on the Inlight Development due to traffic concerns raised by the community, and advised several options are being considered to address those concerns. Mr. Wright highlighted the importance of the Military Highway corridor as an excellent opportunity to attract logistics operators and advised CED will be working on plans to create more opportunity sites for the logistics sector.

**THREE OAKS AT GREENBRIER COMMERCE PARK:**

Mr. Steven Wright reported strong activity continues with interest from several companies. Mr. Wright advised the ongoing utility work, with water and sewer lines is expected to be installed by July, along with pump station improvements to be completed by the November/December timeframe.

**OAKBROOK BUSINESS & TECHNOLOGY CENTER:**

Mr. Steven Wright reported interest remains strong but there is limited space still available.

**Western Branch:**

No new updates.

**COASTAL VIRGINIA COMMERCE PARK:**

Mr. Steven Wright reported the final language of the Performance Agreement for the Virginia Business Ready Sites Program (VBRSP) has been received. The State has granted \$750,000.00 for due diligence work, with reimbursements starting in July. The EDA will receive the first reimbursement in July, and subsequent reimbursements will be provided quarterly from January 16, 2023, onwards.

**COMMITTEE REPORTS:**

Ms. Dawn Matheson thanked Ms. Constantia Robinson and the CED staff for their hard work, and Ms. Julie Anderson also thanked Ms. Robinson for her clear and concise budget report. Ms. Robinson presented the proposed FY 2024 operating budget in detail, emphasizing that it only covers operations and not capital activity. Ms. Robinson advised the operating budget will be shared with members to show their expenses for the year, while the capital budget will be separate and depend on the specific projects selected. One line-item discussed was the SBDC's request for increased funding from the EDA. Mr. Steven Wright asked members to send questions in advance for Ms. Jolie Spiers, VP SBDC, to address.

**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 as well as consultation with legal counsel requiring the provision of legal advice by counsel all as permitted by Sections 2.2-3711(A) (3) of the Code of Virginia.

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

Ms. Dawn Matheson made a motion; seconded by Mr. Michael Malone to leave 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:**

Mr. Kevin Cosgrove made a motion that we have received a Letter of Intent from JPS and I'd like to move that we instruct staff to reduce that to a Purchase and Sale Agreement with a purchase price of \$175,000.00 per acre contingent on the fact that there will not be a selling agent commission payable as a result of the contract; seconded by Michael Malone. The motion was approved with one abstention by Ms. Julie Anderson.

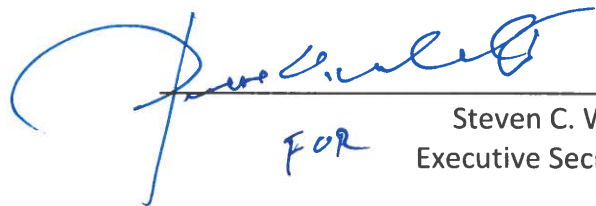
Mr. Kevin Cosgrove made a motion that the Authority authorize the Chair to enter into the Purchase & Sale Agreement for the Whitman Development Group property, a copy of which is included in the meeting documents; seconded by Mr. Michael Malone. The motion was unanimously approved.

**FOR YOUR INFORMATION:**

Mr. Steven Wright updated the following items and events:

- 23<sup>rd</sup> Annual Business Appreciation Golf Tournament
  - May 19, 2023 at the Chesapeake Golf Club
    - 9:00 am Shotgun Start

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

  
FOR Steven C. Wright  
Executive Secretary

Minutes provided by Jude Jackson