

**ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF CHESAPEAKE
THURSDAY, September 21, 2023**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, September 21, 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
Dawn Matheson, Treasurer/Asst. Secretary
M. Bradley Brickhouse, Secretary
Luis Jimenez, Member
Michael Malone, Member
Tonya Gill, Member
Julie Anderson, Member
Jeffrey Ganthner

MEMBER(S) ABSENT: None

ALSO PRESENT: Steven C. Wright, Executive Secretary – Virtual

COUNSEL PRESENT: John Sawyer, WRG PC, EDA Counsel

CED STAFF PRESENT: Ben White; Preston Wilhelm; Lloyd Jackson; Tim Howlett; Constantia Robinson; Curtis Cobert; Austin Bussey

GUESTS PRESENT: Brian Solis, Deputy City Manager; Catherine Lindley, City Attorney; Randy Royal, Principal at Kimley Horn; Justin Curtis, Esq., Aqua Law

CALL TO ORDER:

Ms. Vonda Chappell, Chair, declared a quorum present, called the meeting to order and welcomed new member, Mr. Jeffrey Ganthner. Mr. Michael Malone made a motion to amend the Draft Agenda to go into closed session first; seconded by Mr. Luis Jimenez. Hearing no objections, the motion passed unanimously. Chair Vonda Chappell declared the Draft Agenda adopted as amended.

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. Luis Jimenez made a motion, seconded by Mr. Michael Malone to go into Executive Session. The motion was unanimously approved.

EXECUTIVE SESSION cont.:

Mr. Luis Jimenez 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.

MEETING MINUTES:

After a review of the August 17, 2023 Meeting Minutes, Mr. Michael Malone made a motion; seconded by Mr. Kevin Cosgrove, to accept the minutes from the August 17, 2023 meeting. The motion was unanimously approved.

TREASURER'S REPORT:

Mr. Steven Wright presented the treasurer's report for August 2023. No questions or concerns were expressed; therefore, Chair Vonda Chappell declared August 2023, Treasurer's Report filed for audit.

INVOICES:

All the invoices were approved budgeted invoices.

ECONOMIC DEVELOPMENT UPDATE:

Mr. Steven Wright thanked Mr. Michael Malone and Ms. Tonya Gill for attending the Nakano ribbon cutting that was held earlier this week. Both Ms. Gill and Mr. Malone advised it was a very impressive event and enjoyed the experience.

Mr. Austin Bussey presented a market analysis of mega sites discussing investment trends, jobs, and facility sizes; focusing on manufacturing investments in the United States post COVID, continued supply chain issues, and the need to reduce Chinese dependency.

Mr. Preston Wilhelm attended the North America International Battery Show in Grand Rapids, Michigan which featured all types of batteries, especially for electric vehicles. Mr. Wilhelm reported he met with several interested companies and advised this is an exciting new industry with the potential for a huge market with tremendous national and international opportunities.

Mr. Steven Wright reported he participated in a marketing mission to Italy and Switzerland and had the opportunity to meet with several companies involved in manufacturing equipment that are very interested in establishing a presence in the United States.

THREE OAKS AT GREENBRIER COMMERCE PARK:

Mr. Steven Wright reported some projects are on hold indefinitely due to rising costs, however interest remains strong. Mr. Wright also reported continuing progress with the water and sewer improvements and reminded members of an existing property acquisition obligation of \$7 million due in April/May 2024.

OAKBROOK BUSINESS & TECHNOLOGY CENTER:

Mr. John Sawyer, EDA Counsel, reported The Whitman Group is closing on lot 25 (2.16 acres), and Jones Printing is scheduled to close on lot 2 (4.6 acres) in November after a minor delay.

COASTAL VIRGINIA COMMERCE PARK (CVCP):

Mr. Steven Wright advised staff is advancing the CVCP project working with all stakeholders including VEDP. Mr. Wright reported a need to amend the agreement with Kimley-Horne to cover the costs for necessary studies including all the historical and architectural resources, power and gas delineations, water and sewer delineations, storm water, wetlands, endangered species, as well as meetings and consultations. The total cost of all reports is \$719,000.00 and should be a reimbursable expense from the state. Mr. Kevin Cosgrove made a motion to authorize the EDA Chair to sign the appropriate documents when they are prepared and submitted to the Chair for review; seconded by Mr. Michael Malone. The motion was approved unanimously.

COMMITTEE REPORTS:

Mr. Michael Malone reported that the Nominating Committee, consisting of himself and Ms. Tonya Gill, after discussions with several members of the Authority, proposed the following Slate of Officers for the next term:

- Mr. Kevin Cosgrove – Chair
- Ms. Julie Anderson – Vice Chair
- Mr. Bradley Brickhouse – Secretary
- Ms. Dawn Matheson – Treasurer/Assistant Secretary

The floor was opened for discussion and a vote to approve the proposed Slate of Officers as presented by the Nominating Committee. The report and recommendation were approved unanimously.

OLD BUSINESS:

Mr. John Sawyer discussed the Memorandum of Understanding (MOU) between the City and the EDA addressing the request for the definition of 'Capital Funds' referred to in the Terms and Provision. Ms. Constantia Robinson advised capital funds are linked to specific project expenses and are distinct from reoccurring expenses. Ms. Robinson further advised clarification is pending from the Finance Department and the City Attorney's office. Chair Vonda Chappell advised the EDA will wait for a definition and clarification of the term 'Capital Funds' in this specific instance.

OLD BUSINESS cont.:

EDA Counsel, Mr. John Sawyer, distributed a proposed Individual Member Remote Participation Policy allowing members to participate remotely in up to three (3) meetings per calendar year.

Mr. Brad Brickhouse made a motion to accept the proposed Individual Member Remote Participation Policy allowing members to participate by remote up to three (3) times in a calendar year; seconded by Ms. Tonya Gill. The motion was approved unanimously.

FOR YOUR INFORMATION:

- October 3, 2023 - State of the Region
 - Hilton Norfolk The Main – 12:00 pm to 2:00 pm
- October 4 – 6, 2023 – VMA23 International Trade Symposium
 - Hilton Norfolk The Main - 12:00 pm to 2:00 pm
- October 5, 2020 – Plasser American Ribbon Cutting
 - 12:00 pm New Manufacturing Facility
- October 14, 2023 - 14th Annual Chesapeake Wine Festival
 - Chesapeake City Park 12:00 pm – 6:00 pm

Mr. Steven Wright thanked outgoing Chair, Ms. Vonda Chappell, for her years of service as the EDA Chair and presented her with a commemorative plaque.

ADJOURNMENT: There being no further business to discuss, and it being the consensus of the members, Chair Kevin Cosgrove declared the meeting was adjourned.



Steven C. Wright
Executive Secretary