

**ECONOMIC DEVELOPMENT AUTHORITY  
OF THE CITY OF CHESAPEAKE  
THURSDAY, January 20, 2022**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, January 20, 2022, at 3:00 p.m. at Summit Pointe, 555 Belaire Avenue, Apex Room 2<sup>nd</sup> floor, 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  
John Maddux, Member  
Michael Malone, Member  
Tonya Gill, Member

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

**MEMBER(S) ABSENT:** Luis Jimenez, Member

**CED STAFF PRESENT:** Ben White; Preston Wilhelm via Zoom; Lloyd Jackson via Zoom; Tim Howlett via Zoom; Curtis Cobert; Constantia Matthews; Kerstin Plarr via Zoom; Stephanie Glover via Zoom

**GUESTS PRESENT:** Jay Stroman, City Attorney; Susan Rowling, Deputy City Attorney; Jim Carroll, Executive Director, SBDC of Hampton Roads, Inc.

**CALL TO ORDER:**

Ms. Vonda Chappell, Chair, declared a quorum present, and called the meeting to order.

**SPECIAL PRESENTATION:**

Mr. Steven Wright introduced Mr. Jim Carroll, Executive Director, SBDC of Hampton Roads, to give a performance overview for 2021. Mr. Carroll reported the post pandemic economic recovery has not been as robust as was expected. Mr. Carroll advised small businesses are a serious economic driver that contribute directly to quality of life and need to be strongly supported. Mr. Carroll also advised the SBDC can be a force multiplier to CED in providing assistance to small businesses because of its access to resources, information, and other SBDC programs such as the CrimDell Small Business Network, and StartWheel.org. Mr. Carroll thanked the City and CED for the outstanding support the SBDC has received over the years.

**MEETING MINUTES:** After a review of the December 16, 2021 Meeting Minutes, Mr. Michael Malone made a motion; seconded by Mr. Brad Brickhouse, to accept the minutes from the December 16, 2021 meeting. The motion was approved unanimously.

**TREASURER’S REPORT(S):** Mr. Steven Wright, Chesapeake Economic Development, presented the treasurer’s report for December 2021. An adjustment was made and no other questions or concerns were expressed; therefore, Chair Vonda Chappell declared December 2021 Treasurer’s Report filed for audit.

**INVOICES:** All the invoices were approved budgeted invoices.

**UNFINISHED BUSINESS:**

**ECONOMIC DEVELOPMENT UPDATE:**

Mr. Steven Wright updated the Mitsubishi property has been acquired and will now be referred to as the Three Oaks at Greenbrier Commerce Park. Mr. Wright advised Mr. Curtis Cobert and Ms. Kerstin Plarr are working on an Offering Memorandum for the Mitsubishi property. Mr. Cobert presented slides of the draft highlighting features such as geographical location, available workforce, as well as state and local incentives. Mr. Cobert advised along with the printed Offering Memorandum, CED is also developing a website specifically dedicated to the Mitsubishi site that will include all the features in the Offering Memorandum with links to additional valuable due diligence information site selectors will find useful. Mr. Cobert explained the website will also feature incentives available from the State, Port and City.

Mr. Wright advised the sole point of access to the Mitsubishi site is via Yupo Court where on-street parking on both sides of Yupo Court is currently permitted. Mr. Wright reported there are ‘No Parking’ signs on Yupo Court but they are not being observed, so CED is working with the Department of Public Works to eliminate all parking on Yupo Court.

Mr. Ben White gave an update on the announcement of Celadon, a \$267 million dollar project that will create 219 new jobs and will be one of the largest exporters for the state. Mr. White noted that it was necessary to get the public announcement out to meet the Commonwealth Opportunity Fund requirements and begin the financing process with public bonds sometime in February or March.

Mr. Wright updated the Frank Williams Farm, also known as the Williams Tract, is a 4000+ acre parcel on Route 17 that the VEDP has rated as the #1 mega-site in the Commonwealth. Mr. Wright explained that CED is moving to develop this mega-site partly because Governor Northam’s last submitted budget included \$150 million for site preparation and Chesapeake is now in an excellent position to receive some of these funds. In addition, Mr. Wright reported the Williams Tract property owners are in the process of submitting a rezoning application for the southernmost 1400 acres of this property which is required to receive state funds. Mr. Wright advised there needs to be an extremely clear and accurate estimate for all the necessary infrastructure of that property to submit to the state for consideration.

**ECONOMIC DEVELOPMENT UPDATE cont.:**

Mr. Wright further advised CED is working with the Public Utilities Department in conjunction with Kimley-Horn, a local engineering firm, to generate an estimate for the cost of extending water and sewer from the Chesapeake Regional Airport to the Williams Tract. Mr. Wright presented the Williams Tract Economic Development Prospect Task Order for Technical Design Memorandum which features the scope of services required to extend water and sewer services and requested approval for the Task Order in the amount of \$23,420.00.

Mr. John Maddux made a motion; seconded by Ms. Dawn Matheson to approve the Williams Tract Task Order in the amount of \$23,420.00. The motion was approved unanimously.

**OAKBROOKE BUSINESS & TECHNOLOGY CENTER UPDATE:**

Mr. Steven Wright updated there should be some contract closings to report for the individuals that expressed interest in acquiring the property in the Southeastern Expressway within the next several weeks.

**WESTERN BRANCH UPDATE:**

Will take place in closed session.

**NEW BUSINESS:**

Mr. Wright updated the EDIP Program has been a successful program in Chesapeake and a valuable tool for bringing in new investment as well as expanding existing businesses in the City. Mr. Steven Wright presented a Resolution to amend the current EDIP Grant Program to allow CED to incentivize retail businesses in the South Norfolk and Great Bridge overlay districts. Mr. Wright advised the rationale to incentivize retail businesses in these two overlay districts is due to the enhanced design requirements that extend beyond normal code requirements at a significant cost.

Ms. Dawn Matheson made a motion; seconded by Ms. Tonya Gill to approve the Resolution By Chesapeake Economic Development Authority Endorsing The Concept of Amending The City of Chesapeake, Virginia Economic Development Investment Grant Program To Expand The List Of Eligible Business Enterprises To Include Retail Establishments In The South Norfolk Business Overlay District and Great Bridge Historic Gateway Overlay District. The motion was approved unanimously.

**COMMITTEE REPORTS: NONE**

**EXECUTIVE SESSION:**

Mr. Jay Stroman, City Attorney, acting EDA Counsel, stated the executive session will cover:

**Clause 3.** 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 position or negotiating strategy of the EDA.

**Clause 5.** Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in Chesapeake.

A motion was made to go into Executive Session by Mr. Michael Malone; seconded by Mr. Patrick Reynolds. The motion was approved unanimously.

A motion was made by Mr. Michael Malone; seconded by Mr. Patrick Reynolds 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 via a roll call vote.

Mr. John Maddux made a motion; seconded by Mr. Patrick Reynolds to leave the Executive Session. The motion was approved unanimously via a roll call vote.

**FOR YOUR INFORMATION:**

Mr. Wright reported the Chesapeake Regional Health Foundation's Gala is currently scheduled for February 26, 2022, at Chesapeake Conference Center. Members of the Authority interested in attending were instructed to contact CED for tickets.

Mr. Wright also reported the Mayor's State of the City address will be on March 24, 2022, from 11:30 am to 1:30 pm at the Chesapeake Conference Center.

**SPECIAL RECOGNITION:**

Chairman Vonda Chappell recognized Ms. Susan Rowling, Deputy City Attorney, for all the work done on behalf of the EDA and presented Ms. Rowling with a commemorative plaque of appreciation.

**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