

**ECONOMIC DEVELOPMENT AUTHORITY  
OF THE CITY OF CHESAPEAKE  
THURSDAY, December 10, 2020**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, December 10, 2020, at 3:00 p.m. via Zoom virtual link.

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

**MEMBERS ABSENT:** None

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

**COUNSEL PRESENT:** Jim Pickrell, KPCT PC, EDA Attorney

**CED STAFF PRESENT:** Ben White; Preston Wilhelm; Tim Howlett; Sherry Barnette; Constantia Matthews; Kerstin Plarr; Stephanie Glover; Jude Jackson

**GUESTS PRESENT:** Jay Stroman, City Attorney; Susan Rowling, Deputy City Attorney; Vic Nichols

**CALL TO ORDER**

Patrick Reynolds, Chairman, declared a quorum present and called the meeting to order.

**MEETING MINUTES:** After a review of the November 19, 2020 Meeting Minutes, Mr. John Maddux, made a motion; seconded by Ms. Dawn Matheson, to accept the minutes from the November 19, 2020 Meeting. The motion was unanimously approved.

**TREASURER'S REPORT(S):** Mr. Steven Wright, Chesapeake Economic Development, presented the treasurer's report for November, 2020. No other questions or concerns were expressed; therefore, Chairman Patrick Reynolds declared November, 2020 Treasurer's Report filed for audit.

**INVOICES:**

All of the invoices were approved budgeted invoices

**UNFINISHED BUSINESS:**

**ECONOMIC DEVELOPMENT UPDATE:**

Mr. Steven Wright updated this will be covered in the other sections of the agenda.

**OAKBROOKE BUSINESS & TECHNOLOGY CENTER UPDATE:**

Mr. Steven Wright gave an update regarding the transfer of operations and maintenance costs to the property owners association. The original transition goal of January 2021 has now been pushed to July 2021. This will help our local businesses who are still dealing with the impact and financial effects of the COVID-19 pandemic. Mr. Tim Howlett shared a proposal submitted by Stanton Partners, at a cost of \$2,000.00, to assist with establishing and the transition to a property owner's association. Ms. Dawn Matheson made a motion to approve this proposal; seconded by Mr. Kevin Cosgrove. The motion was unanimously approved.

Mr. Wright discussed the swath of land immediately south of Oakbrooke which has been reserved for the Southeastern Expressway and is currently owned by the EDA. ALM is interested in acquiring the property to the south of the property they currently own to facilitate more growth and expansion of their operations. Mr. Wright updated the City Manager has instructed CED to begin the process of subdividing and selling that property to the interested adjacent property owners.

**WESTERN BRANCH UPDATE:**

Mr. Steven Wright updated things continue to proceed with the Amazon development and we are hoping in the near future to have a little bit more information on the activity level at Chesapeake Square Mall. There are some plans to do some beautification of the Portsmouth Boulevard corridor that will make all of the properties along Portsmouth Boulevard more marketable for future development. Mr. Wright reported a property owner with a business on Portsmouth Boulevard is very interested in possibly changing the name of Portsmouth Boulevard to something more representative of Chesapeake. Public Works confirms there is a process for changing a street name but it is a very lengthy and complex process which can be potentially expensive. The property owner indicated his intention to aggressively pursue this in the new year.

**COMMITTEE REPORTS:**

Committee reports will be covered in Closed Session.

**NEW BUSINESS:**

Mr. Steven Wright reviewed the EDA meeting schedule for 2021 advising the meetings will continue to be held virtually via ZOOM for the foreseeable future.

**OLD BUSINESS:**

Mr. Steven Wright updated two to three additional COVID-19 Small Business Recovery Grant applications may be reconsidered prior to closing out the grant program. Mr. Michael Malone was appointed by Chairman Patrick Reynolds to the subcommittee to assist with the review and approval of the application being reconsidered. Mr. Wright disclaimer/advised these applications may affect the final numbers to be reported by Ms. Constantia Matthews.

Ms. Constantia Matthews provided an update on the first and second rounds of the grant applications. Ms. Matthews reported in round one there was a total of 61 applications with 14 awarded grants totaling \$50,000, and in round two there was a total of 279 applications, 29 disqualifications, and 259 awarded grants totaling \$2,382,630.93. The combined total of awarded and issued grants was \$2,432,630.93. A total of \$1,163,367.70 was returned to the city to be redirected prior to the year end deadline. Mr. Steven Wright advised a final comprehensive report that will include the additional grant applications being reconsidered is being prepared for the auditors and will be presented to the Authority as well.

**EXECUTIVE SESSION:**

Mr. James Pickrell, EDA Counsel, stated the executive session will cover:

Clause 3, discussion of acquisition of real property and/or disposition of publicly held real property where discussion in open session would adversely affect the negotiating position of the EDA.

Clause 6, discussion of consideration of investment of public funds where competition is involved where if made public initially the financial position of the EDA would be adversely affected.

Clause 8, discussion of consultation with legal counsel retained by the EDA regarding a specific legal matter requiring the provision of legal advice by counsel.

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

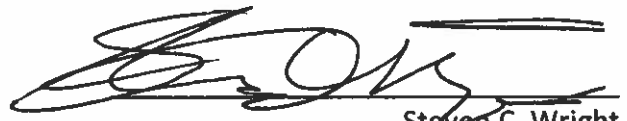
A motion was made by Mr. Kevin Cosgrove and seconded by Mr. John Maddux certifying that only public business matters lawfully exempted from open meeting requirements were identified in the motion convening the executive discussion were heard, discussed or considered. The certification was approved unanimously.

Mr. John Maddux made a motion; seconded by Ms. Dawn Matheson to leave the Executive Session. The motion was approved unanimously.

**FOR YOUR INFORMATION:**

Mr. Steven Wright reminded members the deadline to complete the mandatory conflict of interests (COIA) ethics training is December 31, 2020. Mr. Wright stated the mandatory training is an audited item.

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



Steven C. Wright  
Executive Secretary

Minutes provided by Jude Jackson