

**ECONOMIC DEVELOPMENT AUTHORITY  
OF THE CITY OF CHESAPEAKE  
THURSDAY, January 21, 2021**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, January 21, 2021, 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:** Susan Rowling, Deputy City Attorney; Ms. Ashleigh Newman, Project  
Manager w/Whiting-Turner Contracting Company

**CALL TO ORDER**

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

**WELCOME:**

Mr. Steven Wright introduced and welcomed the newest member of the Chesapeake Economic Development staff, Mr. Curtis Cobert, Business Development Manager. Mr. Cobert replaces Ms. Casey Gilchrist. Mr. Cobert has worked for the departments of Economic Development in Henrico, Hampton and Virginia Beach and brings a lot of experience to CED. Mr. Wright also acknowledged Ms. Ashleigh Newman, a Project Manager with Whiting-Turner Contracting Company. Ms. Newman thanked the members and advised she would be attending many future meetings.

**MEETING MINUTES:** After a review of the December 10, 2020 Meeting Minutes, Ms. Dawn Matheson, made a motion; seconded by Ms. Vonda Chappell, to accept the minutes from the December 10, 2020 Meeting. The motion was unanimously approved.

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

**INVOICES:**

All of the invoices were approved budgeted invoices

**UNFINISHED BUSINESS:**

**ECONOMIC DEVELOPMENT UPDATE:**

Mr. Steven Wright reported in detail the effects on the Mount Pleasant businesses resulting from the COVID-19 pandemic, the barge accident that closed the Centerville Bridge, as well as the previous closure of the bridge for repairs. Mr. Wright updated the bridge will be closed again for several months and probably longer. Chesapeake Economic Development (CED) has begun the process of creating a Mount Pleasant Merchants Association to provide some direct assistance by working with the property owners in that corridor helping with marketing and promotional services. Ms. Sherry Barnette is taking the lead on this project and will be the point person for assisting the Mount Pleasant businesses.

**GREENBRIER:**

Mr. Tim Howlett outlined the traffic study for the Mitsubishi site advising the cost of the study should not exceed \$10,750.00 and requested approval to move forward on it. Mr. Kevin Cosgrove made a motion to approve the Mitsubishi site traffic study with a cost not to exceed \$10,750.00; seconded by Ms. Dawn Matheson. Mr. Steven Wright conducted a roll call vote and the motion was unanimously approved.

**OAKBROOKE BUSINESS & TECHNOLOGY CENTER UPDATE:**

Mr. Tim Howlett updated the EDA is going to be handing over maintenance to the park owners in the next couple of months. He noted that a letter will be sent out in January and then a notice of an agenda meeting in February. A virtual meeting will be held in March and the election of board members will take place in April. Mr. Howlett advised something is planned for each month to slowly bring the property owners on board. The actual transition to the property owners will begin in June.

**WESTERN BRANCH UPDATE:**

Mr. Steven Wright updated he has had conversations with different developers regarding interest in the theater site. Mr. Wright reported that while a few issues are being worked through on the site, he is confident we will be able to move forward with an offer in the very near future.

Mr. Preston Wilhelm updated Marlyn Development is going to begin construction on the senior apartment community behind the EDA's theater property. Mr. Wilhelm reminded members the EDA had granted Marlyn Development a change to the ingress/egress and requested approval for the changes that have been made. Mr. James Pickrell reported the four (4) items consequential to the agreement are 1.) the temporary construction easement; 2.) a minimal shift of the signage; 3.) the sidewalk including the speedbumps and the traffic calming measures and crosswalk; and 4.) the overall easement. Mr. Pickrell stated the changes all seem to be in accordance with the agreement and advised a vote to approve by the EDA members needs to be taken.

Mr. John Maddux made a motion to approve the ingress/egress agreement with the changes to the signage, sidewalk, and crosswalk. Mr. Steven Wright conducted a roll call vote and the motion was unanimously approved.

Mr. Steven Wright updated he continues to be in close contact with the Kotarides group regarding the mall. Mr. Wright reported there are some exciting things coming that will reduce the retail square footage use, but bring some other dynamic type of uses that will breathe some new life into the remaining retail square footage in the near future.

**COMMITTEE REPORTS:**

Committee reports will be covered in Closed Session.

**NEW BUSINESS:**

Mr. Steven Wright reviewed the formal EDIP resolution for the YUPO Warehouse Expansion project. Mr. Wright updated YUPO has committed to building new warehouse space based on the grant that the EDA approved for them. The expansion is a 100,000 square foot project that does not involve any new jobs but it does involve a substantial capital expenditure.

Ms. Dawn Matheson made a motion to approve the EDIP grant for YUPO. Mr. Steven Wright conducted a roll call vote and the motion was unanimously approved.

**OLD BUSINESS:**

Mr. Steven Wright updated approximately 2.7 million dollars was awarded in rounds 1 & 2 of the Chesapeake Small Business COVID-19 Recovery Grant program. Mr. Wright thanked the EconDev staff, EDA subcommittee members, and Mr. Dave Ropp for their assistance in making the grant program a success. Mr. Wright reported the grant awards have made a significant impact in the small business community and many of the businesses have sent cards and letters expressing their appreciation.

**OLD BUSINESS cont.:**

Mr. Steven Wright announced Chesapeake Economic Development will begin the roll out of Round 3 of the Chesapeake Small Business COVID-19 Recovery Grant on February 1<sup>st</sup> with just under 1 million dollars to award in \$10,000 dollar increments. To facilitate the grant application review process Mr. Wright requested an additional EDA member be appointed to the subcommittee and asked for volunteers. Mr. Kevin Cosgrove volunteered to be the fourth member of the subcommittee.

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

Ms. Dawn Matheson made a motion; seconded by Mr. Michael Malone to go into Executive Session. Mr. Steven Wright conducted a roll call vote and the motion was unanimously approved.

A motion was made by Ms. Dawn Matheson seconded by Mr. Michael Malone 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. Kevin Cosgrove made a motion; seconded by Ms. Dawn Matheson to leave the Executive Session. The motion was unanimously approved.

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



Steven C. Wright  
Executive Secretary