

**ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF CHESAPEAKE
THURSDAY, September 17, 2020**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, September 17, 2020, at 3:00 p.m. at Liberty Executive Park II, located at 1301 Executive Boulevard, Chesapeake, VA 23322.

MEMBERS PRESENT: Patrick L. Reynolds, Chairman, by telephone; Vonda W. Chappell, Vice Chairman; Kevin J. Cosgrove, Secretary; Dawn Matheson, Member; Bradley Brickhouse, Member; Tonya Gill, Member

MEMBERS ABSENT: John Maddux, Member; Luis Jimenez, Member

ALSO PRESENT: Steven C. Wright, Executive Secretary

COUNSEL PRESENT: Jim Pickrell, KPCT PC, EDA Attorney

STAFF PRESENT: Ben White, Chesapeake Economic Development
Preston Wilhelm, Chesapeake Economic Development
Tim Howlett, Chesapeake Economic Development
Sherry Barnette, Chesapeake Economic Development
Casey Gilchrist, Chesapeake Economic Development
Constantia Matthews, Chesapeake Economic Development
Kerstin Plarr, Chesapeake Economic Development
Stephanie Glover, Chesapeake Economic Development

GUESTS PRESENT: Jay Stroman, City Attorney; William "Bill" Nusbaum, Esq.; Tim and Charlotte Loen

CALL TO ORDER

Vonda Chappell, Vice Chairman, declared a quorum present and called the meeting to order.

MEETING MINUTES: After a review of the August 20, 2020 Meeting Minutes, Ms. Dawn Matheson, made a motion; seconded by Mr. Kevin Cosgrove, to accept the minutes from the August 20, 2020 Meeting. The motion was unanimously approved.

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

INVOICES:

All of the invoices were approved budgeted invoices

UNFINISHED BUSINESS:

ECONOMIC DEVELOPMENT UPDATE:

Mr. Steven Wright gave an update on the second round of the COVID-19 Recovery Small Business Grant advising the EDA has approximately 3.5 million dollars to distribute throughout the business community. CED continues to aggressively market and promote awareness of the grant to Chesapeake's small businesses and micro-businesses.

Ms. Constantia Matthews reviewed a report of the COVID-19 Recovery Grants awarded to date noting that 68% were SWAM businesses. Ms. Matthews advised there has been a noticeable increase in the volume of grant applications.

Mr. Steven Wright added that not all businesses that applied received funds primarily due to not meeting the eligibility requirements. Eligibility requirements not met include being a registered business with a business license; tax liabilities with the City; and being in business for a year prior to COVID-19. Mr. Steven Wright addressed questions from EDA members regarding the reduction in jobs compared to other localities and assistance to start-up businesses.

OAKBROOKE BUSINESS & TECHNOLOGY CENTER – UPDATE:

Mr. Steven Wright updated the CED staff is still currently working with members of the EDA on the costs and set up of the ownership transfer of the POA to the property owners with a firm target date of January 1, 2021. The property owners will be informed of the typical costs associated with transferring ownership to them and will be responsible for their own association. However, as long as the EDA owns property in Oakbrooke they will be a member of that association.

GREENBRIER NORTH COMMERCE PARK (SEVTC) – UPDATE:

Mr. Steven Wright updated that Mr. Nakano of Project Big Belly, will be in town next month and has been invited to the October EDA Meeting.

WESTERN BRANCH UPDATE:

Mr. Steven Wright updated the Amazon distribution project on the west side of Portsmouth Boulevard is proceeding and going well. Mr. Wright reported there has also been ongoing conversations between the City and Mr. Kotarides regarding a beautification project for the corridor around Chesapeake Square Mall.

COMMITTEE REPORTS:

Committee reports will be covered in the Executive Session.

SPECIAL PRESENTATION:

Ms. Vonda Chappell introduced William “Bill” Nusbaum, an attorney with Williams Mullen and welcomed him to the EDA meeting advising he will present the C-Pace Program.

Mr. Preston Wilhelm introduced Tim and Charlotte Leon. Mr. Leon is a Navy Veteran, Chesapeake resident, and the owner of Chesapeake RV Solutions and AMVET Geo Thermal and Drilling. Mr. Leon spoke in advance of the C-Pace presentation to give an endorsement of the program which he considers to be a tool that encourages business activity.

Mr. Bill Nusbaum presented the C-PACE Program – Commercial Property Assessed Clean Energy which is an innovative financing tool for financing up to 100% of the costs of improvements for energy efficiency, renewable energy, water efficiency, resiliency, and stormwater management. Mr. Nusbaum stated the EDAs in the localities have been the program administrators for the C-PACE Program.

Mr. Steven Wright thanked Mr. Nusbaum for the presentation advising C-PACE was a really good economic tool and the EDA would partner with him to get a city ordinance passed.

NEW BUSINESS:

Mr. Steven Wright advised it is time to reactivate a Nominating Committee for the election of EDA Officers. Mr. Patrick Reynolds, Chairman, and Mr. Bradley Brickhouse, member, were designated to be the Nominating Committee for the election of the EDA Officers at October meeting. Mr. Wright noted all current officers are eligible to continue to serve in their elected capacity. Mr. Jim Pickrell suggested making the addition of Assistant Secretary to the Treasurer position permanent to prevent an interruption in the ability to do business.

OLD BUSINESS:

Mr. Kevin Cosgrove made a motion to authorize the City Attorney to approach the City Council for the Darden property owners and offer to obtain a survey with a 50% cost sharing between the Authority and the property owner; and upon agreement thereafter the City Attorney be authorized to engage Hassell & Folkes according to the terms of the quote recently received and obtain a title search as well through an examiner of the EDA's choosing; seconded by Dawn Matheson. The motion carried and was authorized.

Mr. Steven Wright advised the deadline for EDA members to complete the mandatory conflict of interests ethics training is December 31, 2020. Mr. Wright stated the mandatory training is an audited item.

City Attorney Jay Stroman offered to provide the FOIA training for the EDA members at a future meeting. It was agreed Mr. Stroman will provide the FOIA training at the October 15, 2020 meeting.

Mr. Steven Wright reported the resignation of Dr. Valerie Brown from the EDA and advised City Council will appoint her replacement. Mr. Wright thanked Dr. Brown for her service and participation.

Mr. Steven Wright thanked Divaris Real Estate for the use of Liberty Executive Park II for holding the EDA meetings.

Mr. Steven Wright announced this is the last meeting and day of Ms. Casey Gilchrist with CED and thanked her for her years of service.

EXECUTIVE SESSION:

Mr. Jim Pickrell, EDA Attorney, 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.

A motion was made and seconded to go into Executive Session. The motion was approved unanimously.

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

A motion was made and seconded to leave the Executive Session. The motion was approved unanimously.

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