

**ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF CHESAPEAKE
THURSDAY, APRIL 19, 2018**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, April 19, 2018, at 3:00 p.m. at the Economic Development office, 676 Independence Parkway, Chesapeake, VA.

MEMBERS PRESENT: John B. Maddux, Chairman; Teresa C. Peters, Treasurer; Vonda W. Chappell, Secretary; Bradley M. Brickhouse, Member; Kevin J. Cosgrove, Member; Valerie K. Brown, Member

MEMBERS ABSENT: Patrick L. Reynolds, Vice Chairman; Dawn W. Matheson, Member

ALSO PRESENT: Ben White, Assistant Director, Chesapeake Economic Development

COUNSEL PRESENT: Jim Pickrell, KPCT PC, EDA Attorney

STAFF PRESENT:
Joan Fowler, Chesapeake Economic Development
Voncile "Von" Gilbreath, Chesapeake Economic Development
Constantia Matthews, Chesapeake Economic Development
Sherry Barnette, Chesapeake Economic Development
Dulishu Mapp, Chesapeake Economic Development
Preston Wilhelm, Chesapeake Economic Development
Casey Gilbreath, Chesapeake Economic Development
Jillian Pittman, Chesapeake Economic Development

GUESTS PRESENT: Nancy Tracy, Director of Finance; Pamela Hardesty, Finance;
Catherine Lindley, Assistant City Attorney; Robert C. Ike, Jr., City Council

CALL TO ORDER

John B. Maddux, Chairman declared a quorum present and called the meeting to order.

**FINANCE PRESENTATION:
NANCY TRACY, DIRECTOR OF FINANCE**

Mr. Ben White introduced Ms. Nancy Tracy, Director of Finance to talk about the strategy the City is crafting with the EDA for financing the garage for Summit Pointe in Greenbrier. Ms. Tracy thanked the EDA for facilitating the garage, an Economic Development Project for the City. Ms. Tracy stated that the garage payment is upcoming in July 2018. Ms. Tracy stated what future actions will be needed by the EDA to facilitate the City's financing: Reimbursement Resolution,

Cooperation Agreement & Supplemental Agreement, and Bond Resolution. Ms. Tracy shared that the timing of the Reimbursement Resolution should come forward in May 2018; and the Bond Resolution should be before them between May 2018 and January 2019 depending on what form the financing takes. Mr. Kevin Cosgrove commented that he will have to recuse himself from the EDA vote because an attorney at his law firm is acting as Bond Council. Mr. Jim Pickrell, EDA Attorney commented that if any EDA member sits on a bank board or has any conflict of interest with voting, at the appropriate time, the EDA members will have to recuse themselves.

MEETING MINUTES: After a review of the March 15, 2018 Meeting Minutes, Ms. Teresa Peters made a motion; seconded by Ms. Vonda Chappell, to accept the Minutes from the March 15, 2018 Meeting. The motion was approved unanimously.

TREASURER'S REPORT: Ms. Contantia Matthews, Management Analyst, reported the financial statement for March 2018. No other questions or concerns were expressed; therefore, Chairman John Maddux declared the March 2018 Treasurer's Report filed for audit.

INVOICES:

After a review of the invoices, Mr. Kevin Cosgrove made a motion; second by Ms. Valerie Brown, to approve payment of the invoices. The motion was approved unanimously.

UNFINISHED BUSINESS:

ECONOMIC DEVELOPMENT UPDATE:

Ms. Von Gilbreath shared three announcements under the topic of Business Retention and Expansion. First, Ms. Gilbreath shared that Sumitomo is moving forward with their expansion. Ms. Gilbreath stated that a May 11th date has been set with Sumitomo for a ground breaking ceremony pertaining to their expansion and more information will be forthcoming. Second, Ms. Gilbreath shared a press release from the Governor concerning a small, women veteran owned business, MI Technical Solutions (MITS) that qualified for the Governor's Virginia Jobs Investment Grant Program. Ms. Gilbreath shared that 15 new jobs will be added and the company will hire military vets. MITS currently leases two properties in Greenbrier. Third, Ms. Gilbreath shared information from an article announcing that Dollar Tree has selected CB Richard Ellis (CBRE) to lease Summit Pointe, their new mixed-use development in Chesapeake.

OAKBROOKE BUSINESS AND TECHNOLOGY CENTER UPDATE:

Ms. Joan Fowler shared that parcel 29, Coastal Prosthetics will have their groundbreaking on Friday, April 20, 2018 at 8:00am. Chairman Maddux shared that Jo-Kell is coming along and should be in by late August 2018. Also, Chairman Maddux shared that they are trying to sell the existing building to enable another Economic Development Project in Chesapeake.

GREENBRIER NORTH COMMERCE PARK (SEVTC) UPDATE:

Ms. Joan Fowler stated that the plat for Greenbrier North is recorded and further discussion from Mr. Jim Pickrell, EDA Attorney will be forthcoming.

WESTERN BRANCH UPDATE:

Chairman Maddux shared that progress in Western Branch is exciting and it may take two to three years to work through some of the formalities. Ms. Sherry Barnette shared that the Kotarides Family purchased the Office Max parcel and that the Burger King in front of the Chesapeake Square Mall has been demolished and will be the future home of Chipotle.

VIRGINIA INDUSTRIAL DEVELOPMENT AUTHORITIES (UPCOMING SEMINARS)

Mr. Ben White highlighted the two upcoming seminars from the Virginia Industrial Development Authorities for EDA members. Mr. White mentioned that the information was also included at the last month's EDA meeting.

NEW BUSINESS:

COMMITTEE REPORTS:

Mr. Kevin Cosgrove provided an update on the Committee Reports. Mr. Cosgrove shared that the committee has some preliminary information from the consultant in terms of potential cost for site collection work. Mr. Cosgrove stated that the final product will take more time and the goal is to get a detailed scope of work and deliverable; and to bring those details to the authority's meeting next month.

TRANSFER OF GREENBRIER NORTH PROPERTY:

Mr. Jim Pickrell explained that the transfer of Greenbrier North Property, Parcel 'B-2', means that the property will be conveyed to the City of Chesapeake without monetary consideration and the City will continue to lease it to the Community Services Board as it has since 1986. Ms. Valerie Brown made a motion; seconded by Ms. Teresa Peters, to give the Chairman the authority to sign the Resolution to transfer the Greenbrier North Property, Parcel 'B-2', to the City of Chesapeake. The motion was approved unanimously.

RIGHT OF ENTRY – 4300 PORTSMOUTH BLVD:

Mr. Jim Pickrell explained the Right of Entry Agreement for the Portsmouth Police Department to conduct motorcycle training at the 4300 Portsmouth Boulevard site. Mr. Kevin Cosgrove

suggested that staff request the maximum insurance certificates available in the City of Portsmouth if the motion is approved. Mr. Kevin Cosgrove made a motion; seconded by Ms. Valerie Brown, to give the Chairman the authority to sign the Resolution to allow the Portsmouth Police Department to conduct motorcycle training at the 4300 Portsmouth Boulevard site and to enter into the agreement as the attached Resolution is presented. The motion was approved unanimously.

EDA WEBSITE UPDATE:

Casey Gilchrist provided a website update and stated that the new website has been up for a year. Ms. Gilchrist shared that an EDA section has been added to the website that shows the EDA meeting dates. Ms. Gilchrist also shared that in accordance with City policy, the minutes and agendas from the previous meetings are posted on the website. Ms. Gilchrist stated that a website development is needed for easy posting of the minutes and agendas and requests that the invoice by the Ad Agency be approved for processing. Mr. Kevin Cosgrove made a motion; seconded by Ms. Valerie Brown, to approve the invoice for a website development by the Ad Agency for posting the EDA minutes and agendas. The motion was approved unanimously.

FOR YOUR INFORMATION:

Mr. Ben White provided information from the Hampton Roads Chamber concerning an Inter-Regional Visit for 2018 and also shared an article on Annual InterCity Visit – trip to Minneapolis. Additionally, Mr. White shared a resignation letter from J.T. Fisher, EDA member. Finally, Mr. White shared that the Governor has announced his nominations for the Opportunity Zones and three of the four nominations from the EDA requests were accepted.

EXECUTIVE SESSION:

Mr. Jim Pickrell, EDA Attorney stated the executive session will cover:

- Clause 3 – Real Property.
- Discussion of disposition of acquisition of real property and the disposition of real property where discussion in open session would adversely affect the bargaining and negotiating position of the EDA.

Ms. Valerie Brown made a motion; seconded by Ms. Vonda Chappell, to go into Executive Session. The motion was approved unanimously.

Mr. Kevin Cosgrove made a motion; seconded by Ms. Teresa Peters, to leave the Executive Session. The motion was approved unanimously.

PURCHASE OF PROPERTY LOCATED AT 1323 POINDEXTER STREET

The EDA agreed to enter into a Purchase Agreement for the purchase of two parcels of property located in the South Norfolk Borough of the City of Chesapeake, known as 1323 Poindexter Street and adjacent Vacant Lot on Poindexter Street, Tax Map Parcel No. 1270000005340 and 1270000005360 from James B. Edwards and Margaret A. Edwards for a total purchase price of \$55,000.00; and the purchase of the property is conditioned upon the City of Chesapeake agreeing to provide the funding for the purchase price, closing costs and the cost of maintenance of the property to the Authority. Mr. Kevin Cosgrove made a motion; seconded by Ms. Vonda Chappell, to purchase the property located at 1323 Poindexter Street and adjacent Vacant Lot on Poindexter Street along with the conditions set forth in the Purchase Agreement.

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


Ben White, Assistant Director
Chesapeake Economic Development

Minutes provided by Angela Davis