

**ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF CHESAPEAKE
THURSDAY, FEBRUARY 15, 2018**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, February 15, 2018, at 3:00 p.m. at the Economic Development office, 676 Independence Parkway, Chesapeake, VA.

MEMBERS PRESENT: John B. Maddux, Chairman; Patrick L. Reynolds, Vice Chairman; Teresa C. Peters, Treasurer; Vonda W. Chappell, Secretary; Bradley M. Brickhouse, Member; Kevin J. Cosgrove, Member; Dawn W. Matheson, Member

MEMBERS ABSENT: Valerie K. Brown, Member; Jeffrey "J.T." Fisher, Assistant Secretary

ALSO PRESENT: Steven C. Wright, Executive Secretary

COUNSEL PRESENT: Jim Pickrell, KPCT PC, EDA Attorney

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

GUESTS PRESENT: Roland Davis, City Council; Jan Proctor, City Attorney, Rocky Lane, David Denny

CALL TO ORDER

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

MEETING MINUTES: After a review of the January 18, 2018 Meeting Minutes, Mr. Kevin Cosgrove noticed that his statement concerning the Sumitomo EDIP Resolution was not included in the minutes as was amended. Therefore, Mr. Patrick Reynolds made a motion; seconded by Ms. Vonda Chappell to accept the amended Minutes from the January 18, 2018 Meeting. The motion was approved unanimously.

TREASURER'S REPORT: Mr. Steven C. Wright, Chesapeake Economic Development, reported the financial statement for January 2018. No other questions or concerns were expressed; therefore, Chairman John Maddux declared the January 2018 Treasurer's Report filed for audit.

INVOICES:

Mr. Steven Wright reiterated that most of the expenditures are in the approved budget and will be listed in the Treasurer’s Report. Ms. Dawn Matheson suggested it would be helpful to have a running budget at each meeting as a status update.

After a review of the one non-budgeted item invoice and upon recommendation by Mr. Steven Wright, Ms. Dawn Matheson made a motion; seconded by Ms. Vonda Chappell, to approve for payment the following invoice.

MBP (Inv #508208 Prof. Svcs. for Greenbrier Phase I Parking Garage Pay A, 01/11/2018)..... 2,080.00

The motion was approved unanimously.

**UNFINISHED BUSINESS:
ECONOMIC DEVELOPMENT UPDATE:**

Mr. Steven Wright introduced consultants Mr. Rocky Lane and Mr. David Denny from Sanford Holshouser who developed the strategic plan for Chesapeake Economic Development. Mr. Wright stated that Sanford Holshouser gave their assurance to come back on a periodic basis to help staff evaluate the implementation of the strategic plan. Mr. Lane stated that their success is our success and they are true to their word to help in any way they can to implement the strategic plan. Mr. Lane presented information that came from the plan, including proposed items that are behind the action steps to help improve the strategic plan. Mr. Denny shared information on skills matrix. Mr. Denny stated to get maximum effectiveness out of staff is to reorganize the team based on skills inventory. Mr. Denny shared that understanding resume skills allows management to identify skills that can be useful to the team as well as identify training and gaps in the team. Mr. Denny also shared insight on supply chain recruitment and marketing plan by building on existing business relationships. Mr. Lane stressed the importance of developing product as the key to all other elements of the strategic plan. Mr. Denny talked about the creation of the Chesapeake CEO Council and the steps to implement that effort. Mr. Denny shared that incentive comparative analysis is beneficial for the city because it creates a competitive advantage. Finally, Mr. Lane stated that representation in Canada is a huge market and there is a lot of interest in the U.S. market for growth. Mr. Lane recommended moving forward by taking proactive steps on the items presented to assure the implementation of the strategic plan.

Councilman Roland Davis shared highlights on relevant topics and Mr. Steven Wright summarized by saying that the issue of product is not going away unless we address it repeatedly. Mr. Wright

stated that Chesapeake needs to be very competitive as possible. Mr. Wright further stated that Chesapeake also needs to position itself in a market place that is more aggressive than before.

Chairman Maddux stated that Mr. Kevin Cosgrove is interested in a committee that would recommend to City Council relevant product issues moving forward. The committee would research, formulate and bring back to the authority ideas to present to City Council. Ms. Dawn Matheson agreed to be on the committee to work with Mr. Cosgrove.

OAKBROOKE BUSINESS AND TECHNOLOGY CENTER UPDATE:

Ms. Joan Fowler updated that parcel 29, Coastal Prosthetics just recently got their building and may need another 30 day extension on the contract beyond the February 24th completion date. Mr. Kevin Cosgrove made a motion; second by Ms. Teresa Peters, to authorize the chairman to extend the contact by 30 days and the closing by an additional 30 days. The motion was approved unanimously.

GREENBRIER NORTH COMMERCE PARK (SEVTC) UPDATE:

Mr. Steven Wright stated that the appraisal for the land at Greenbrier North Commerce Park should be ready by next week; if not, no later than two weeks.

WESTERN BRANCH UPDATE:

Ms. Joan Fowler shared that a request to use the parking lot at the Movie Theatre Site in Western Branch came in from the Portsmouth Police Department to train their motorcycle officers. Chairman Maddux shared that the property could be sold at any time. Mr. Steven Wright stated that it should be reviewed by legal council due to use restrictions.

NEW BUSINESS:

2018 BUSINESS APPRECIATION GOLF TOURNAMENT:

Mr. Steven Wright shared information about the 2018 (18th) Annual Business Appreciation Golf Tournament on May 18, 2018, at the Cahoon Plantation Golf Club. Mr. Wright announced that Roc Solid Foundation would be the charity that receives proceeds from this year's tournament. Mr. Wright further stated that Roc Solid Foundation does playground builds and room renovations for sick children and is based in Chesapeake. Chairman Maddux stated that Roc Solid Foundation should have a really big turnout for their cause.

STATE OF THE CITY:

Mr. Steven Wright made a request to the authority to purchase another table in addition to the table already purchased. Mr. Wright stated that the Mayor will be recognizing more businesses this year and another table is needed to allow those businesses to attend. Mr. Kevin Cosgrove made a motion; second by Ms. Dawn Matheson, to authorize an additional table at the Mayor's State of the City Address. The motion was approved unanimously.

EXECUTIVE SESSION:

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

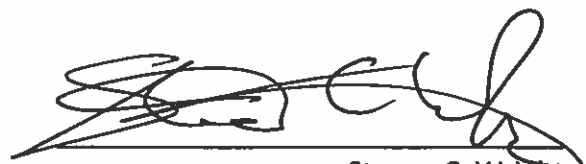
- Discussion of an expansion of existing business where no previous announcement has been made of the business interest in expanding its facility.
- Investment of public funds where competition or bargaining is involved and made public initially financial interest of the EDA would be adversely affective.

Ms. Teresa Peters made a motion; seconded by Mr. Patrick Reynolds, to go into Executive Session. The motion was approved unanimously.

Ms. Dawn Matheson made a motion; seconded by Ms. Vonda Chappell, to leave the Executive Session. The motion was approved unanimously.

Mr. Kevin Cosgrove made a motion; seconded by Ms. Dawn Matheson, that the EDA have name tags. 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