

**ECONOMIC DEVELOPMENT AUTHORITY  
OF THE CITY OF CHESAPEAKE  
THURSDAY, JANUARY 17, 2019**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, January 17, 2019, 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; Valerie K. Brown, Member; Arthur W. Robinson, Member

**ALSO PRESENT:** Ben White, Chesapeake Economic Development

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

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

**GUESTS PRESENT:** Catherine Lindley, Assistant City Attorney; Pat Lane, Froehling & Robertson, Inc.; Steven Ballard, SB Ballard Construction

**CALL TO ORDER**

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

**MEETING MINUTES:** After a review of the December 13, 2018 Meeting Minutes, Mr. Kevin Cosgrove made a motion; seconded by Ms. Teresa Peters, to accept the Minutes from the December 13, 2018 Meeting. The motion was approved unanimously.

**TREASURER'S REPORT:** Ms. Constantia Matthews, Chesapeake Economic Development, presented the treasurer's report for December 2018. No other questions or concerns were expressed; therefore, Chairman John Maddux declared December 2018 Treasurer's Report filed for audit.

**INVOICES:**

After a review of the two non-budgeted invoices from American Awards & Graphics and Quick T's; and the approved operational budget invoices, Mr. Bradley Brickhouse made a motion; seconded by Ms. Vonda Chappell, to approve payment of the invoices. The motion was approved unanimously.

**UNFINISHED BUSINESS:  
ECONOMIC DEVELOPMENT UPDATE:**

Mr. Ben White provided the economic development update. Mr. White thanked the EDA for supporting the Frank Williams Farm as it was being considered by both, the Planning Committee and City Council. Mr. White reported that City Council approved the inclusion of the southernmost 1420 acres as part of the Comprehension Plan. Mr. White stated that the EDA can now began to plan for Frank Williams to come to fruition by bringing utilities, water, sewer and other utilities necessary for the development. Mr. Kevin Cosgrove shared that the process went well and expressed good feelings about things going forward.

Mr. White shared a notice about a career fair for Dollar Tree. The notice stated that Dollar Tree will hire 400 new employees in Greenbrier, 500 Volvo Parkway, on Saturday, January 26, 2019 from 10:00 am to 3:00 pm. They will be hiring for all types of career opportunities.

Ms. Sherry Barnette shared information on two events that the EDA supports and sponsors. One: The next Broker Event will be Thursday, January 24, 2019 at Big Ugly Brewing. Ms. Barnette updated that 25 Brokers have reserved to attend the event and welcomed the EDA attendance as well. Two: The Chesapeake Regional Health Foundation Gala is Saturday, January 26, 2019. The table sponsored by the EDA is for Chesapeake Businesses and EDA members and guest.

**OAKBROOKE BUSINESS & TECHNOLOGY CENTER – UPDATE:**

No update on Oakbrooke. Mr. White shared that some items will be covered in closed session.

**GREENBRIER NORTH COMMERCE PARK (SEVTC) – UPDATE:**

Mr. Tim Howlett updated that Greenbrier North issues with power lines and utilities have been addressed; however the drainage issue is currently being worked on.

**WESTERN BRANCH UPDATE:**

Mr. Preston Wilhelm updated that signage has been put up in Western Branch to help deter unwanted parking and potholes near the Theatre property. Mr. Wilhelm shared that the problem with potholes and parking will continue to be addressed as needed.

**COMMITTEE REPORTS:**  
**BANK SOLICITATIONS:**

Three EDA members excused themselves from the discussion on the bank solicitations: Mr. Patrick Reynolds, Ms. Valerie Brown, and Ms. Vonda Chappell. Ms. Constantia Matthews, along with Teresa Peters and Arthur Robinson, presented a spreadsheet to show the best interest rates and best options for the three EDA accounts. The EDA sub-committee reviewed proposals by financial institutions and came up with recommendations. The sub-committee recommendations are: Towne Bank for the Operating and Investment Accounts, and to leave the funds in the LGIP Account. Ms. Dawn Matheson abstained from voting on the recommendations. Mr. Kevin Cosgrove made a motion; seconded by Mr. Bradley Brickhouse to accept the recommendations of the sub-committee as previously discussed. The motion was approved by five EDA members. Chairman Maddux thanked Ms. Matthews and the sub-committee for their hard work and recommendations.

**NEW BUSINESS:**  
**SCI EDA RESOLUTION COF AND EDIP INCENTIVE:**

Ms. Von Gilbreath shared detailed information concerning the EDA Resolution for COF and EDIP grant for Standard Calibrations, Inc. (SCI). Ms. Gilbreath asked the EDA to approve the resolution in support of the incentives and to authorize the EDA Chairman to sign off on all necessary documents to move the incentive forward. Ms. Vonda Chappell made a motion; seconded by Ms. Dawn Matheson, to approve the EDA Resolution COF and EDIP grant for Standard Calibrations, Inc. (SCI). The motion was approved unanimously.

**EXECUTIVE SESSION:**

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

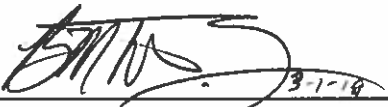
- Clause 3, discussion of disposition of publicly held real property where discussion in open session would adversely affect the negotiating position of the EDA.
- Clause 6, discussion of investment of public funds where competition is involved and where if made public initially the financial interest of the EDA would be adversely affected.

Ms. Dawn Matheson made a motion; seconded by Mr. Arthur Robinson to go into Executive Session. The motion was approved unanimously.

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

Mr. Ben White shared that City Council will have a work session on Tuesday, January 22, 2019 at 4:45 pm at City Hall, 4h Floor. Mr. White stated that the information on the Economic Development Investment Program prepared for the December City Council work session will be presented to Council at the January work session. The EDA discussed the probability of a retreat to go over the Competitiveness Review and Site Selection reports from Sanford Holshouser. Final arrangement about the upcoming retreat will be sent to the EDA members as soon as possible.

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



3-1-19

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Ben White, Assistant Director  
Chesapeake Economic Development

Minutes provided by Angela Davis