

**ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF CHESAPEAKE
THURSDAY, MARCH 21, 2019**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, March 21, 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; Arthur W. Robinson, Member; Dawn W. Matheson, Member; Valerie K. Brown, Member

ALSO PRESENT: Ben White, Chesapeake Economic Development

COUNSEL PRESENT: Jim Pickrell, KPCT PC, EDA Attorney

STAFF PRESENT: Constantia Matthews, Chesapeake Economic Development
Sherry Barnette, Chesapeake Economic Development
Voncile "Von" Gilbreath, Chesapeake Economic Development
Casey Gilchrist, Chesapeake Economic Development
Tim Howlett, Chesapeake Economic Development
Dulishu Mapp, Chesapeake Economic Development

CALL TO ORDER

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

MEETING MINUTES: After a review of the February 8, 2019 Meeting Minutes (2019 Retreat), Ms. Dawn Matheson made a motion; seconded by Ms. Teresa Peters, to accept the Minutes from the February 8, 2019 Meeting. The motion was approved unanimously. Also, after a review of the February 21, 2019 Meeting Minutes, Mr. Kevin Cosgrove made a motion; seconded by Mr. Patrick Reynolds, to accept the Minutes from the February 21, 2019 Meeting. The motion was approved unanimously.

TREASURER'S REPORT: Ms. Constantia Matthews, Chesapeake Economic Development, presented the treasurer's report for February, 2019. Concerns were expressed that a few checks had not cleared on the Treasurer's report for February 2019 with Fulton Bank. Ms. Constantia Matthews stated that she would do additional research to address the concerns since the account with Fulton Bank is closed. Mr. Ben White asked that the Treasurer's Report for February 2019 be deferred for approval until the next EDA meeting in April 2019.

INVOICES:

After a review of the one non-budgeted invoice from MBP and the approved operational budget invoices, Ms. Vonda Chappell made a motion; seconded by Ms. Teresa Peters, 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 talked about: (1) A new task the Economic Development Department has been given by the city as part of the Emergency Preparation Plan/Recovery Mode; and (2) Follow-up from the February 2019 EDA Retreat.

Mr. White explained that Economic Development is asked to develop a list of businesses that would provide a need for citizens in the latter recovery mode of the Emergency Preparation Plan. Mr. White stated that Economic Development is considering working with the Police Department to get a list of stores to call and also to determine which stores would be opened and running. In addition, the Economic Development will be seeking a location around the city for a one-stop-shop to help other institutions get back open.

Mr. White provided follow-up to the Site Analysis Retreat (2019 EDA Retreat). Mr. White stated that a lot of work has been done to the site analysis locations: Landing West, Bower's Hill, and South Battlefield. Mr. White shared that Mr. Earl Sorey will present an update about all transportation issues and initiatives at the next EDA meeting in April 2019.

OAKBROOKE BUSINESS & TECHNOLOGY CENTER – UPDATE:

No update on Oakbrooke.

GREENBRIER NORTH COMMERCE PARK (SEVTC) – UPDATE:

Mr. Tim Howlett updated that Givens and Baylor Corp. have asked for a 90 day extension on their contract until the drainage issue is determined – a new business item.

WESTERN BRANCH UPDATE:

No update except a new business item – Theater Property Consent to Easement.

NEW BUSINESS:

THEATER PROPERTY CONSENT TO EASEMENT:

Mr. Jim Pickrell presented the modification of the restrictive convenance for the Theater Property Consent to Easement in Western Branch. The consent to easement, which modifies the restrictive convenance, was returned with all property owners' signatures for the EDA's approval. Ms. Dawn Matheson made a motion; seconded by Ms. Teresa Peters, to approve the consent to easement for the Theater Property in Western Branch. The motion was approved unanimously.

CONTRACT EXTENSIONS FOR GREENBRIER NORTH PROPERTIES – GIVENS & BAYLOR CORP:

Mr. Kevin Cosgrove made a motion; seconded by Ms. Valerie Brown, to amend the current agreement to extend the outside closing date on the Givens Property 90 days until June 30, 2019. The motion was approved unanimously.

Mr. Kevin Cosgrove made a motion; seconded by Ms. Dawn Matheson, to amend the current agreement to extend the outside closing date on the Baylor Corp 90 days until June 30, 2019. The motion was approved unanimously.

CONTRACT ADJUSTMENT FOR CONSTRUCTION MANAGEMENT SERVICES BY MBP:

Mr. Ben White discussed the contract adjustment for construction management services by MBP. Mr. White stated that MBP is contracted to look at the progress of Greenbrier Phase 1 Parking Garage building to confirm that the construction amount matched the building amount. Also, MBP will make sure that the quality and quantity of the work was consistence with the plans. In addition, Mr. White stated that Finance and the City Attorney has requested MBP to review the payment application. In summary, Mr. White explained that the contract adjustment amount will cover the additional expenses beyond December 2018 and beyond the contract amount, as well as any additional expenses thru the end of this month, March 2019.

RESCHEDULE APRIL MEETING FROM 4/18/19 to 4/15/19:

The EDA discussed rescheduling the April 2019 EDA meeting from 4/18/19 to 4/25/19 due to Easter, spring break, travel, etc. Ms. Valerie Brown stated that the change to 4/25/19 would be a conflict for her. Also, Ms. Dawn Matheson stated that she would be away as well on 4/25/19. After the majority agreed to reschedule, Ms. Vonda Chappell made a motion, seconded by Mr. Patrick Reynolds, to reschedule the April EDA Meeting from 4/18/19 to 4/25/19. The motion was approved.

STATE OF THE CITY:

Mr. Ben White shared that the luncheon for the Mayor's State of the City Address will be April 30, 2019 at the Chesapeake Conference Center. Mr. White stated that the EDA has only one table approved in the budget for the event. Mr. White shared that because of the increase in business activity in Oakbrooke and EDIP, he would suggest the EDA consider approving a second table to invite more businesses. Ms. Constantia Matthews shared that the EDA had two tables last year and asked the EDA to approve an additional table this year. Ms. Dawn Matheson made a motion; second by Mr. Kevin Cosgrove, to approve the cost of the additional table up to \$900 for 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:

- Clause 3, discussion of Oakbrooke Business Park and disposition of publicly held real property where discussion in an open meeting would adversely affect the negotiating position of the EDA/acquisition of real property for future industrial park.
- Clause 6, discussion of EDIP Grant and consideration of investment of public funds where bargaining/competition is involved and if made public the financial interest of the EDA would be adversely affected.
- Clause 8, discussion of legal matters with counsel regarding specific legal matters requiring the provision of legal advice.

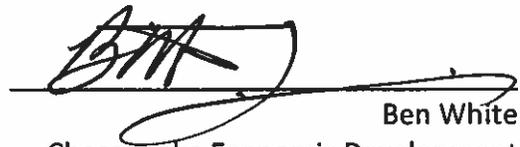
Mr. Patrick Reynolds made a motion; seconded by Mr. Kevin Cosgrove, to go into Executive Session. The motion was approved unanimously.

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

FOR YOUR INFORMATION:

Ms. Sherry Barnette shared that the 19th Annual Business Appreciation Golf Classic is scheduled for Friday, May 10, 2019 at the Chesapeake Golf Club. Registration starts at 8:00am and Shot Gun at 9:00am. The 19th hole/food area will start at 2:30pm catered by Cutless Grille. The charity for the event will be ForKids.

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



Ben White
Chesapeake Economic Development

Minutes provided by Angela Davis