

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

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

**MEMBERS PRESENT:** Patrick L. Reynolds, Vice Chairman; Teresa C. Peters, Treasurer; Kevin J. Cosgrove, Member; Dawn W. Matheson, Member; Bradley M. Brickhouse, Member; Valerie K. Brown, Member; Arthur W. Robinson, Member;

**MEMBERS ASBENT:** John B. Maddux, Chairman; Vonda W. Chappell, Secretary

**ALSO PRESENT:** Steven C. Wright, Executive Secretary

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

**STAFF PRESENT:** Constantia Matthews, Chesapeake Economic Development  
Ben White, Chesapeake Economic Development  
Sherry Barnette, Chesapeake Economic Development  
Jillian Pittman, Chesapeake Economic Development  
Voncile "Von" Gilbreath, Chesapeake Economic Development  
Preston Wilhelm, Chesapeake Economic Development  
Tim Howlett, Chesapeake Economic Development  
Casey Gilchrist, Chesapeake Economic Development

**GUESTS PRESENT:** Jim Baker, City Manager; Robert Ike, City Council; Jay Stroman, City Attorney; Rocky Lane; Scott Chewning; Makaila Seargeant

**CALL TO ORDER**

Patrick L. Reynolds, Vice Chairman declared a quorum present and called the meeting to order.

**PRESENTATIONS:**

**Site Analysis Presentation by: Rocky Lane, Sanford Holshouser**

Mr. Steven Wright introduced Mr. Rocky Lane from Sanford Holshouser as well as Mr. Scott Chewing and Ms. Makaila Sergeant from Burns & McDonnell.

Mr. Rocky Lane stated that the final work product is seven to ten days from being completed, pending a review by the City's Director of Utilities, Mr. David Jurgens. Mr. Lane presented his power point presentation on site evaluation, transportation access, engineering evaluation, utility availability, comparative matrix, and jobs potential. The sites evaluated were Bower's Hill, Dominion Triangle, Landing West, South Battlefield, and Williams Farm. Mr. Lane stated that each property was evaluated based on the Virginia Business Ready Sites Program, currently used by the Virginia Economic Development Partnership (VEDP). Mr. Lane used a conservative approach to evaluate the sites and prioritized them based on simplicity of development. Mr. Steven Wright stated that the EDA members will received a copy of the presentation and the final report.

**MEETING MINUTES:** After a review of the October 18, 2018 Meeting Minutes, Ms. Teresa Peters made a motion; seconded by Mr. Kevin Cosgrove, to accept the Minutes from the October 18, 2018 Meeting. The motion was approved unanimously.

**TREASURER'S REPORT:** Mr. Steven Wright, Chesapeake Economic Development, presented the treasurer's report for October 18, 2018. No other questions or concerns were expressed; therefore, Vice Chairman Patrick Reynolds declared October 2018 Treasurer's Report filed for audit.

**INVOICES:**

After a review of the one non-budgeted invoice from Hassell & Folkes; and the approved operational budget invoices, Mr. Arthur Robinson made a motion; seconded by Ms. Valerie Brown, to approve payment of the invoices. The motion was approved unanimously.

**UNFINISHED BUSINESS:**

**ECONOMIC DEVELOPMENT UPDATE:**

Mr. Ben White provided an update regarding the Planning Commission's Comprehensive Plan amendment to recognize The F.T. Williams Site as a unique economic development opportunity. The amendment passed unanimously and will be heard by the City Council on December 18<sup>th</sup>. Mr. Wright stated that the approval is good news and hopes the momentum will continue.

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

Mr. Tim Howlett updated that there is still a lot of interest in Oakbrooke Business & Technology Park. Also, Mr. Howlett stated that a contract has been signed with Basnight to clean out the ditches in Oakbrooke and eliminate any wetlands in the park.

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

Mr. Tim Howlett updated that the final portion of the utility plan is in progress and the engineering work provided from Givens and Baylor should benefit all parties. Mr. Howlett stated that while a drainage plan still needs to be done to complete the sub-division plat, the closing date in December is still on schedule. Mr. Howlett also stated that Virginia Power will upgrade the electrical outlets in the Greenbrier North Commerce Park.

**WESTERN BRANCH UPDATE:**

Mr. Steven Wright had no update to report in open session.

**COMMITTEE REPORTS:**

Mr. James Pickrell, EDA Attorney, presented an amendment to the Givens contract because the due diligence period expired on Tuesday, November 13, 2018. Mr. Pickrell stated that an extension to the due diligence has been asked for thru December 30, 2018 since the sub-division plat has not been approved. Mr. Pickrell stated that the contract has a drop dead date of December 31, 2018. Ms. Dawn Matheson made a motion; seconded by Mr. Bradley Brickhouse, to approve the amendment to extend the due diligence period of the Givens contract to December 30<sup>th</sup>. The motion was approved unanimously.

**NEW BUSINESS:**

**INTEREST ACCOUNT – BANK SOLICITATION:**

Mr. Patrick Reynolds shared that the interest accounts for bank solicitation will be appraised by a sub-committee from the EDA. Mr. Steven Wright shared that there are approximately ten institutions that would be solicited to obtain rate information. Also, in selecting an institution, Mr. Wright expressed that other variables would be considered including FDIC insurance limits and penalties. He also stated that the various accounts could be awarded to multiple institutions. Mr. Wright stated that staff will work closely with the sub-committee to get rate information so that the Authority can make a secure decision regarding the Authority's funds. Mr. Wright asked the EDA members to share feedback on contact information of people who have the authority to provide the best rates from institutions. Ms. Teresa Peters and Mr. Arthur Robinson were selected to serve as the sub-committee.

**EDIP RESOLUTIONS:**

Mr. Steven Wright shared background information about the EDIP Resolution process and the detailed information concerning each of the five EDIP Resolutions presented for approval. The five EDIP Resolutions presented for the EDA's review and approval are: Electric Motor and Contracting, Inc.; Gregory Poole Equipment Company, Inc.; Norfolk Coating Services, LLC; Cloverleaf Cold Storage Company, LLC; and Procreate Fertility Center of Virginia. Mr. Kevin Cosgrove made a motion; seconded by Mr. Arthur Robinson, to approve all five EDIP Resolutions presented. The motion was approved unanimously.

**EXECUTIVE SESSION:**

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

- Clause 3, discussion of consideration of the acquisition of real property for a public purpose where discussion in open session would adversely affect the negotiability strategy of the EDA.
- Clause 5, discussion of prospective business where no previous public announcement has been made of the business' interest in locating the community.

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

Ms. Teresa Peters made a motion; seconded by Ms. Valerie Brown, 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