

**ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF CHESAPEAKE
THURSDAY,
August 21, 2025**

The regular meeting of the Economic Development Authority of the City of Chesapeake was held on Thursday, August 21, 2025, at 3:00 p.m. at Summit Pointe, 555 Belaire Avenue, Suite 310, Chesapeake, VA 23320.

MEMBERS PRESENT: Kevin J. Cosgrove, Chair; Julie Anderson, Vice Chair
Dawn Matheson, Treasurer/Assist. Secretary; Bradley Brickhouse, Member;
Luis Jimenez, Member; Tonya Gill, Member – via Teams from Paris France;
Kristi Wooten, Member; Jeffrey Ganthner, Member; Troy Lindsey, Member

MEMBERS ABSENT: None

ALSO PRESENT: Steven C. Wright, Executive Secretary

COUNSEL PRESENT: John Sawyer, WRG PC, EDA Counsel

CED STAFF PRESENT: Preston Wilhelm; Sherry Barnette; Tim Howlett; Edie Saecker; Kerstin Plarr; Constantia Cobert; Austin Bussey; Jude Jackson

GUESTS PRESENT: Brian Solis, Deputy City Manager; Catherine Lindley, City Attorney; James Long, Director Public Works; Jake Lewis, Public Works.; Anna Nagorniuk, Planning Dept.; Kevin Finn, Planning Dept.; Morgan Stevens, Planning Dept.; Toi Hunter, HR Alliance; John Harbin, Chesapeake Land Bank Authority; Claudia Macon, Primrose School; Daniel Brownell, SCI; Joe Zongolowicz, Citizen

CALL TO ORDER:

Chair, Kevin Cosgrove, declared a quorum present and called the meeting to order. Mr. Jeffrey Ganthner made a motion to adopt the Draft Agenda; seconded by Mr. Troy Lindsey. The motion was unanimously approved.

INTRODUCTION:

Mr. Steven Wright introduced CED Intern, Trinity Smith. Ms. Smith is in her senior year at Norfolk State University studying Business Marketing and Accounting.

SPECIAL PRESENTATION(S):

Ms. Anna Nagorniuk from the Chesapeake Planning Department presented the newly adopted Indian River Design Guidelines and discussed extending the Façade Improvement Grant program to support this area. She explained that the Design Guidelines, approved by City Council, were created to establish a clear vision and unique sense of place for several key commercial corridors in Indian River: Indian River Road, Providence Road, and the eastern portion of South Military Highway.

SPECIAL PRESENTATION(S) cont.:

The guidelines provide strategies and standards for both development and redevelopment, focusing on design quality, compatibility of uses, connectivity, and accessibility. Key elements of the guidelines include architectural details and signage improvements, outdoor dining opportunities, pedestrian enhancements, parking lot design, and landscaping upgrades. Ms. Nagorniuk noted that by extending the Façade Improvement Grant program to the Indian River area, the City can support businesses in meeting these design standards, particularly for redevelopment projects and improvements to existing businesses. The intent is to catalyze visible, impactful upgrades that improve curb appeal, strengthen the business environment, and create better experiences for residents, customers, and visitors alike.

Mr. James Long and Mr. Jake Lewis with the Chesapeake Public Works Department provided an update on the Portsmouth Boulevard Gateway Corridor. They reported that ongoing improvements include pedestrian and connectivity enhancements, such as ADA ramps and pedestrian signals along the route. They also presented a proposal from Kimley Horn to continue this work further along the corridor. Following a brief discussion, Mr. Jeffrey Ganthner requested that Public Works review the billing numbers in the proposal line-by-line to ensure accuracy.

Mr. Jeffrey Ganthner made a motion to increase the funding for the Portsmouth Gateway Improvement Project with the caveat to check the numbers line-item by line-item; seconded by Ms. Dawn Matheson. The motion was passed unanimously.

MEETING MINUTES:

After a review of the July 17, 2025 Meeting Minutes, Ms. Kristi Wooten made a motion to approve the Minutes; seconded by Ms. Tonya Gill. The motion was unanimously approved.

TREASURER REPORT:

Ms. Edie Saecker presented the Treasurer's Report for July 2025. No questions or concerns were expressed; Chair Kevin Cosgrove declared July 2025, Treasurer's Report filed for audit.

ECONOMIC DEVELOPMENT UPDATE:

Mr. Steven Wright emphasized the importance of the Portsmouth Boulevard Gateway improvements, noting that with all the current activity along Portsmouth Boulevard, these upgrades are critical to maintaining momentum in the area.

He also reported that Hampton Roads Regional Airport has been awarded a \$500,000 VBRSP grant. The funding will support due diligence on residual property at the airport to evaluate its potential for economic development use in addition to aviation purposes. CED is collaborating with the property owner and VEDP to determine the most effective use of the funds.

THREE OAKS AT GREENBRIER COMMERCE PARK:

Mr. Steven Wright reported that all water and sewer improvements have been completed, finalized, and accepted into the City system, officially designating the park as a Tier 5 Shovel-Ready site with all necessary infrastructure in place. He further noted that all agreements with the Kotarides have been finalized, including the signing of all required documents for the land purchase. The promissory note with Mr. Kotarides will mature in December 2026, with interest beginning to accrue in December 2025 on the outstanding balance. Mr. Wright emphasized that an important next step for selling the property is to secure a subdivision plat to allow subdivision of the site for potential users. CED is working closely with the City's Development and Permits Department and Public Works to move this process forward.

OAKBROOKE BUSINESS & TECHNOLOGY CENTER:

Mr. Steven Wright reported that the City is under contract with SCI, Inc., for the residual land located behind their facility, property that had originally been designated for the Southeastern Expressway Project, which ultimately did not move forward. He further noted that in the near future, the City anticipates closing with COVA Insurance on parcel 13B. Following that transaction, there will be only two remaining parcels available.

COMMITTEE(S):

Ms. Wooten reported on behalf of the Nominating Committee, presenting the recommended Slate of Officers as follows:

- **Chair** – Ms. Julie Anderson
- **Vice Chair** – Ms. Tonya Gill
- **Secretary** – Ms. Kristi Wooten
- **Treasurer** – Mr. Troy Lindsey

Following the report, Ms. Kristi Wooten made a motion to accept the Nominating Committee's recommendation for the Slate of Officers as presented; seconded by Ms. Tonya Gill. The motion was unanimously approved. Outgoing Chair Mr. Kevin Cosgrove advised the new officers begin their terms at the next EDA meeting.

OLD BUSINESS:

Mr. Wright discussed the Chesapeake Comprehensive Plan update, emphasizing its importance as the guiding document for how the City will grow over the coming years. Mr. Wright advised that the Planning Department requested the EDA to endorse the language in the Plan that reflects the City's commitment to pursuing future economic development opportunities. He clarified that this would not be an endorsement of the entire Comprehensive Plan but rather support for the economic development opportunities as a part of the Plan.

OLD BUSINESS cont.:

Mr. Kevin Finn from the Planning Department reviewed the schedule for the two remaining community meetings on the Plan and outlined the tentative timeline for presenting it to City Council for a vote.

After a brief discussion, Mr. Jeffrey Ganthner made a motion to endorse the general concepts of the economic development portions of the City's 2045 Comprehensive Plan. The motion was seconded by Ms. Tonya Gill. The motion was unanimously approved.

FOR YOUR INFORMATION

- **September 10, 2025 – Size UP Ribbon Cutting**
 - 10:00 am to 11:00 am Virtual Ribbon Cutting via Zoom
- **September 12, 2025 – EDAC Breakfast Meeting**
 - 8:00 am to 10:00 am – Chesapeake Schools Administration Bldg., 1421 Kristina Way
- **September 12, 2025 – Coastal VA Wealth Group Anniversary Celebration**
 - 11:30 am to 2:00 pm – 1317 Executive Blvd., Ste. 110
- **October 7, 2025 - HR State of the Region from 12:00 pm to 2:00 pm**
 - Norfolk Waterside Marriott – 235 E. Main Street
- **October 29, 2025 -HR Alliance Playbook**
 - 3:00 pm to 6:00 pm – Sandler Center for the Performing Arts

Mr. Steven Wright expressed his gratitude to the departing Authority members for their years of dedicated service. Incoming Chair, Ms. Julie Anderson presented a plaque of appreciation to outgoing Chair Mr. Kevin Cosgrove, thanking him for his leadership and service as Chair of the Authority.

ADJOURNMENT: There being no further business to discuss, Ms. Tonya Gill made a motion to adjourn; no second being needed, it was the consensus to adjourn the meeting.



Steven C. Wright
Executive Secretary