Minutes
July 16, 2020

Economic Development Authority of Chesterfield County

Members Attending:
John Cogbill
John Hughes
Steve Micas
Terri Cofer Beirne

Members Absent:
Harril Whitehurst

Others Attending:
Tim Davey, Timmons Group--*via conference call
John O'Neill, Hunton Andrews Kurth, LLP
Debbie Baicy, Chesterfield County Accounting
Mike Chernau, Chesterfield County Attorney
Garrett Hart, Chesterfield County Economic Development
Lori Perez, Chesterfield County Economic Development

John Cogbill called the meeting to order at 3:00 p.m. and noted quorum was present.

Officer Elections:
John Hughes proposed the following officer positions:

John Cogbill  Chairman
Terri Cofer Beirne  Vice-Chairman
Steve Micas  Secretary
Harril Whitehurst  Treasurer
John Hughes  Assistant Secretary

John Hughes motioned to approve Officer positions as proposed. Terri Cofer Beirne seconded, and all members present voted in the affirmative. Conversation ensued regarding the loss of two experienced Authority members. The importance of education of the new members was stressed.

Approval of the Minutes:
John Cogbill requested the Authority approve the June 18th meeting minutes with a clean copy of Steve Micas’ statement. John Hughes motioned to approve the June 18, 2020
meeting minutes as written with the addition of an unedited version of Steve Micas’ statement. Steve Micas seconded, and all members present voted in the affirmative.

**Financial Statements Update:**
Debbie Baicy reviewed the June 2020, unaudited, financial statement. Debbie stated the Series 2015 Bonds for the Chesterfield Center for the Arts have been spent down and as of this draw so were the Series 2017 Bonds. The Authority is currently using the Series 2018 Bonds. Debbie also mentioned that she and Harril Whitehurst have a conference call scheduled July 21, 2020 to discuss the Cherry Bekaert audit presentation.

**Stonebridge Update:**
Garrett Hart stated Project Party is on hold.

**Meadowville Technology Park Update:**

**Closed Session:**
Terri Cofer Beirne moved that the Authority’s meeting be closed pursuant to the exemption set forth in VA Code § 2.2-3711 (A)(5) to discuss or consider a prospective business or industries or the expansion of an existing businesses or industries where no previous announcement has been made of the businesses’ or industries’ interest in locating or expanding their facilities in the community. Steve Micas seconded, and all members present voted in the affirmative.

Terri Cofer Beirne moved that the Authority exit the closed session the Authority held pursuant to the exemption set forth in VA Code § 2.2-3711 (A)(5) to discuss or consider a prospective business or industries or the expansion of an existing businesses or industries where no previous announcement has been made of the businesses’ or industries’ interest in locating or expanding their facilities in the community. John Hughes seconded the motion. John Cogbill called for a vote certifying that to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements under Va. Code § 2.2-3711 (A)(5) and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered. All members present voted in the affirmative.

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<th>Name</th>
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<tbody>
<tr>
<td>Terri Cofer Beirne</td>
<td>Aye</td>
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<tr>
<td>John Cogbill</td>
<td>Aye</td>
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<tr>
<td>John Hughes</td>
<td>Aye</td>
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<tr>
<td>Steve Micas</td>
<td>Aye</td>
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Terri Cofer Beirne motioned to authorize the Chair and/or Vice-Chair to take all action necessary to execute the agreement and take all such other actions necessary to implement the purchase of the agreement with respect to Project Red Rock. John Hughes seconded, and all members present voted in the affirmative.

Garrett Hart presented the Authority with four task order amendments with Timmons Group for review. During the June 18th meeting the wetlands mitigation was discussed. As part of the wetlands mitigation, stream credits need to be purchased to replace the stream that will be disrupted. Timmons Group purchased stream credits from two different stream banks due to the amount of stream credits available. There are two proposals: one in the amount of $17,100 and a second in the amount of $14,800 to purchase stream credits for the Digital Drive project. This will create an adjustment to the Timmons on-call Consulting Services Task Order. John Cogbill motioned to approve two adjustments in the amounts of $14,800 and $17,100 to the Timmons Group On-call Consulting Task Order. Steve Micas seconded, and all members present voted in the affirmative.

Garrett Hart discussed the second task order which pertains to the Authority’s purchase of the additional land at the American Tobacco site which will be part of Meadowville Technology Park. This proposal modifies the Meadowville Technology Park Engineering Services Contract with Timmons Group, site plan, in accordance with the Master Plan, at Meadowville Technology Park to maximize the developable use in space for the additional 52-acre site created during the American Tobacco purchase. John Hughes motioned to approve the amendment to the Meadowville Technology Park Engineering Services Contract with Timmons Group in the amount of $15,000. Terri Cofer Beirne seconded, and all members present voted in the affirmative.

The third task order discussed the need for a new water tower facility at Meadowville Technology Park considering the above-mentioned purchase, to provide adequate water service for the area. Garrett Hart presented a task order for Timmons Group for the preliminary design, new location, and infrastructure work necessary for the water tower in the amount of $29,000. John Hughes motioned to approve the amendment to the Meadowville Technology Park Engineering Services Contract with Timmons Group in the amount of $29,000. Steve Micas seconded, and all members present voted in the affirmative.
Garrett Hart reviewed the status of the Cartograf site via photos.

**Tomahawk Sewer Trunk Line:**  
The fourth task order pertains to a credit in the amount of $60,000 related to changes made to meet new legal requirements of the Wetlands Act. At a previous Authority meeting there was a change in scope due to legal processes stating pipelines did not have to comply with certain portions of the Wetlands Act. Subsequently another court has reviewed the case and reversed that process. Steve Micas motioned to approve the reduction in scope of the Tomahawk Sewer Trunk Line contract with Timmons Group resulting in a $60,000 credit. John Hughes seconded, and all members present voted in the affirmative.

**Other Business:**  
Conversation ensued regarding the changes to the disclosure statements and how it was missed. Garrett Hart stated that VEDA is looking into changing the procedure. The new disclosure statements are due to the Clerk to the Board no later than August 3, 2020.

There being no further business, John Cogbill concluded the meeting at 4:00 p.m.

Respectfully submitted,

[Signature]

Lori Perez  
Recording Secretary