

MINUTES OF THE REGULAR MEETING OF THE
ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF NEWPORT NEWS,
VIRGINIA AND THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE
CITY OF NEWPORT NEWS, VIRGINIA

Mr. Minter called the meeting to order at 8:00 a.m. on Friday, June 2, 2017, in the EDA/IDA Board Room at Two City Center, 11820 Fountain Way, Suite 301, Newport News, Virginia.

Those members present were:

C. Gary Minter, Chair
Alonzo R. Bell, Jr.
Cary B. Epes
Cassandra P. Greene
Jeffrey Verhoef
Cynthia D. Rohlf, City Manager, ex-officio
Florence G. Kingston, Secretary/Treasurer, ex-officio

Absent:

Mary Aldrich, Excused
Jennifer Smith-Brown, Excused

Legal Counsel:

Raymond H. Suttle, Jr.
Conway H. Sheild, III

Staff:

Joy Robison, Recording Secretary
Cherry Croushore, Assistant Secretary

Also present:

Tara Saunders, Executive Director, ODU Real Estate Foundation
Martin Kaszubowski, Executive Director, ODU Center for Enterprise Innovation
J.C. Brinker, Associate Director, ODU Center for Enterprise Innovation
Collins Owens, City Attorney
Jerri Wilson, Legislative Analyst, City Manager's Office
Donta Council, Intern, Department of Development

Mr. Minter opened the meeting by welcoming everyone.

Old Dominion University (ODU) Center for Enterprise Innovation (CEI) Presentation

Mr. Minter asked for the Old Dominion University Center for Enterprise Innovation Presentation. Mr. Kaszubowski, the Center's Executive Director, explained that the Center's goal was to extend the University into the real world. He explained that the Center's name was designed very specifically to emphasize each aspect, that it was actually a center – a place with a variety of programs where entrepreneurs and business proprietors could go to take advantage of integrated services and knowledgeable people who could help them start a business, grow and/or optimize their business, and encompassed offerings for startups to large companies. He noted that innovation was important to both universities and cities. Mr. Kaszubowski explained that the Center for Enterprise Innovation has helped to change ODU significantly.

Mr. Kaszubowski introduced his colleague, Mr. Brinker, who described several programs at CEI including the Veterans Business Outreach Center and the Women's Business Center, both of which are funded in part by the Small Business Administration. He described the Technology Applications Center, which utilizes a team of engineers, and leverages ODU's College of Engineering faculty and students to help manufacturing companies across the region, providing everything from coaching to project facilitation. Mr. Kaszubowski also discussed the GOV2COM program, which helps companies overcome a reliance on government spending and create more commercial business opportunities, and the Hampton Roads Procurement Assistance Center, which assists businesses in establishing themselves to bid competitively on federal, state and local government contracts. He invited Board members to visit the ODU Innovation Center in Norfolk, and stated that the vision was to have these centers throughout the region. Mr. Kaszubowski said that these programs, over the past 3 years, have served 187 Newport News companies.

Mr. Minter asked if there were any questions. Mr. Kaszubowski and his associates answered several questions, and Mr. Minter thanked them for their presentation.

Secretary/Treasurer's Report

Mr. Minter asked for the Secretary/Treasurer's Report. Mrs. Kingston said she was happy to start her report with news that on May 23rd, the Virginia Port Authority awarded the City a \$404,627 Aid to Local Ports Grant (ATLP) from the Commonwealth Port Fund for Fiscal Year 2018 for improvements at the City's Seafood Industrial Park (SIP). She explained that

each year the State makes available \$1 million in grant funding to support capital improvement projects at publically-owned marine facilities in furtherance of commerce. She noted that with over \$3.5 million in requests this year, our significant award attested to the State's recognition of the SIP's value to maritime commerce. She told the Board that this grant will be used to refurbish and improve the industrial moorings in the Outer Harbor of the Park, and that we expect construction to begin in the Fall. She said that together with the Authority's Fiscal Year 2016 ATLP award of \$638,292 for improvements to the Inner Harbor of the Park, the City has received just over \$1 million in grant funding for this important economic engine located in Southeast Newport News.

Mrs. Kingston reminded the Board that at their last meeting, she had highlighted the progress that Printpack had made on its capital investment and job creation targets of \$31.2 million and 60 new jobs, over five years. She said that as of December 31, 2016, Printpack had made capital investments exceeding \$24.2 million and created 35 new jobs, noting that with each of our incentives we include performance guarantees. She advised that in Printpack's case, we required that an Irrevocable Standby Letter of Credit (LOC) favoring the IDA be issued in the amount of \$1.2 million, structured to be reduced as the Company achieved its targets, and that due to Printpack's significant progress, we have authorized a reduction in the amount of the LOC to \$183,386. She stated that we were pleased to be a partner in Printpack's expansion and were excited to witness the Company's continued success.

Mrs. Kingston reported that the Department of Development had recently promoted two of its staff members and asked the Board to join her in congratulating Robin Boyd, who was promoted from Marketing Coordinator to Senior Marketing Coordinator, and Derek Perry, who was promoted from Senior Economic Analyst to Manager of Special Development Projects. She said that both Robin and Derek were well-deserving of these promotions and well-suited for their positions and that we were always thrilled to be able to promote from within and further build staff capacity.

Mrs. Kingston advised that the 2017 Business Appreciation Luncheon at the Marriott, held May 23rd with over 220 attendees, was an excellent event, and that the business community had been very well-represented, along with several allies and partner organizations. She thanked the Board for hosting the event, along with the assistance of 24 private sector sponsors this year. She reminded the Board that the Annual Business Appreciation Golf Tournament would be held June 6th at Deer Run with a full field.

Mrs. Kingston stated she was excited to announce that the EDA/IDA's marketing partner, Howell Creative Group, had been awarded the American Graphic Design USA Award for excellence in website design for the work they did on the newly-redesigned EDA/IDA website. She informed the Board that a copy of the announcement in the *Virginia Gazette* was at their places. She said that both marketing agencies and corporate communications departments participate in the annual competition, and with more than 1,400 submissions, this was a record year for entries. She explained that Howell was one of only 200 winners and that the awards honor the power of design to enhance online communications.

Mrs. Kingston reported that the EDA, in collaboration with Cox Communications, the Newport News Hospitality Association and the Newport News Tourism Development Office, was proud to announce the premiere of the Untapped VA television program. She explained that Untapped VA was a 30-minute program showcasing the vibrant craft beer culture, and that the episode will focus on Newport News' first craft brewery, Tradition Brewing Company, as well as the Ironclad Bourbon Distillery. She said that the program would premiere at 8:00 p.m. on June 6th on Cox Communications Channel 11, and would run 30 times throughout Virginia and 15 times nationally. She stated that it would also air permanently online on Cox Communications' YurVIEW national television network, noting the program was funded through a Virginia Tourism Corporation Marketing Leverage Grant.

Mrs. Kingston introduced Donta Council, who would be interning this summer with the Department of Development. She noted that he attends ODU and is pursuing his Ph.D. in Public Policy and Administration. She stated that we were looking forward to utilizing his education and experience, and providing meaningful real-world experience in economic development in return.

Mrs. Kingston informed the Board that the Monthly Financial Statements were in their packages, noting a few highlights and offering to answer questions. There were no questions.

Assistant Secretary's Report

Mr. Minter asked for the Assistant Secretary's Report. Ms. Croushore advised the Board that the Committee Meeting Schedule was in their package and noted relevant details.

Madison Government Affairs Consultant Report

Mr. Minter advised the Board that the Madison Government Affairs Report was in written format and asked if there were any comments or questions. There were none.

At 8:36 a.m., Mr. Verhoef moved for the Authority to go into a closed meeting pursuant to VA Code Section §2.2-3711.A: Real Estate (3), Prospective Business (5), for the following purposes and subjects: (3) Discussion or consideration of the acquisition of real property for a public purpose or of the disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, the subject of which is proposed property dispositions located in the central section of the City and a proposed property acquisition located in the southern section of the City; and (5) Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business or industry's interest in locating or expanding its facilities in the community, the subject of which is the expansion of an existing business located in the central section of the City, and prospective businesses interested in locating in the central section of the City. Ms. Greene seconded the motion, which passed unanimously in a roll call vote.

At 9:20 a.m., the EDA/IDA Board returned to open session following a certification motion by Mr. Verhoef, in accordance with VA Code Section §2.2-3712(D) that to the best of each member's knowledge: (D) (i) only public business matters lawfully exempted from open meeting requirements under this chapter; 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 in the meeting by the public body. Mr. Bell seconded the motion, which passed unanimously on a roll call vote.

Committee Chair's Reports

Mr. Minter called for the Committee Reports. Mr. Epes presented the Design Review Committee Report, which passed unanimously on a roll call vote. Ms. Greene presented the Executive Committee Report, which passed unanimously on a roll call vote. Mr. Minter presented the Marketing Committee Report, which did not require Board ratification. Mr. Bell presented the Revolving Loan Fund Committee Report, which passed unanimously on a roll call vote.

Approval of Minutes of the Regular Meeting of May 5, 2017

Mr. Minter asked for a motion that the Minutes of the Regular Meeting of May 5, 2017 be approved. Mr. Bell so moved and Mr. Verhoef seconded the motion, which passed unanimously on a roll call vote.

Unfinished Business

Mr. Minter asked for any unfinished business.

Mrs. Kingston asked Ms. Croushore to inform the Board about an upcoming public art unveiling. Ms. Croushore stated that the Newport News Public Art Foundation would be unveiling its next piece of public art on June 8th at 4:00 p.m. She informed the Board that the unveiling would be open to the public and that the sculpture, entitled "Hammer Tribute," would be installed at the corner of Canon Boulevard and City Center Boulevard.

New Business

Mr. Minter asked for any new business. There was none.

There being no further business to come before the Board, Mr. Minter adjourned the meeting at 9:39 a.m.



Florence G. Kingston
Secretary/Treasurer



ECONOMIC DEVELOPMENT AUTHORITY
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors

FROM: Chair, Design Review Committee

SUBJECT: Chair's Report

DATE: June 2, 2017

The Design Review Committee met on May 18th. The Committee considered a request by Target Flavors, Inc., on behalf of Jaymack Properties South, LLC, for approval of a landscape plan for a proposed landscape package at 251 Enterprise Drive in Oakland Industrial Park. Upon review, the Committee voted unanimously to recommend approval of the request, subject to coordination with staff on final decisions regarding tree removal and trimming, and subject to all applicable City codes and regulations.

Next, the Committee considered a request by Scotty Signs and Spectrum Paint, on behalf of Goodfarb Family Virginia Virby, for approval of a digital rendering and digitally-enhanced photographs of a proposed internally-illuminated, building-mounted sign at 700 Thimble Shoals Boulevard in Oyster Point of Newport News. Upon review, the Committee voted unanimously to recommend approval of the request, subject to all applicable City codes and regulations.

The Committee also considered a request by Sign Media and Tradition Brewing Company, on behalf of Goodfarb Family Virginia Virby, for approval of a site plan, digital rendering and digitally-enhanced photographs of a proposed internally-illuminated monument sign at 700 Thimble Shoals Boulevard in Oyster Point of Newport News. Upon review, the Committee voted unanimously to recommend approval of the request, subject to all applicable City codes and regulations.

The Committee then considered a request by Talley Anchor Sign Company, on behalf of 808 Triton, LLC, for approval of a site plan, digital rendering, and digitally-enhanced photographs of a proposed internally-illuminated monument sign at 808 Triton Court in Oyster Point of Newport News. Upon review, the Committee voted unanimously to

recommend approval of the request, subject to all applicable City codes and regulations.

The Committee considered a request by Sign Media, on behalf of Suttle Holding Corporation for approval of a digital rendering of a proposed replacement of an existing internally-illuminated monument sign at 825 Diligence Drive in Oyster Point of Newport News. Upon review, the Committee voted unanimously to recommend approval of the request, subject to all applicable City codes and regulations.

The Committee considered a request by Sign Media and Hamner Development Company, on behalf of Thimble Shores Ventures, LLC, for approval of a digital rendering and digitally-enhanced photograph of a proposed refacing of an existing internally-illuminated monument sign at 703 Thimble Shoals Boulevard, Suite A-1 in Oyster Point of Newport News. Upon review, the Committee voted unanimously to recommend approval of the request, subject to all applicable City codes and regulations, and subject to usage of the sign being limited to identification of Hamner Development Company (Hamner) based on Hamner maintaining its corporate office at 703 Thimble Shoals Boulevard, Suite A-1. Any future change or modification to the monument sign shall be brought back to the Committee for review and approval.

Finally the Committee considered a request by the Newport News Public Art Foundation, on behalf of York River Crossing Associates, LLC, for approval of a landscape plan for a proposed public art installation at 11861 Canon Boulevard in Oyster Point of Newport News. Upon review, the Committee voted unanimously to recommend approval of the request, subject to all applicable City codes and regulations.

The items in this Report require Board ratification.



Cary B. Epes

CBE:kw

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Date, Time and Location: May 18, 2017, at 8:00 a.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Cary Epes, Mary Aldrich, Jeff Verhoef, Thomas Herbert, Robert Mann, Teresa Nettles, Bryan Trainum, Elizabeth Willis

Members Absent: Alex Delgado, Sylvia Weinstein



ECONOMIC DEVELOPMENT AUTHORITY
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors
FROM: Chair, Executive Committee
SUBJECT: Chair's Report
DATE: June 2, 2017

The Executive Committee met on May 16th. The Committee authorized a Partnership for Advancing Certification Training Grant Program (PACT) Grant for Continental Automotive Systems, Inc., in the amount of \$30,000, in support of the workforce training program Continental is creating in partnership with Thomas Nelson Community College to train qualified production machinists, and consistent with the Board's approval of PACT at its May meeting.

The Committee also authorized that certain Fifth Amendment to Lease by and between the IDA and Canon Virginia, Inc., associated with the facility leased by Canon at 120 Enterprise Drive in Oakland Industrial Park, amending the final 5-year renewal option to one three-year renewal option followed by two one-year renewal options, and exercising the three-year renewal option, subject to review and approval by IDA Legal Counsel.

Finally, the Executive Committee considered a funding request related to 41 Old Oyster Point Road, Suite F. The Committee did not support the funding request.

The Committee's remaining items were handled in Closed Session. This report requires Board ratification of the Canon Lease Amendment item.


Cassandra Greene

CG:clc

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Date, Time and Location: May 16, 2017, at 12:00 p.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Cassandra Greene, Gary Minter, Jeff Verhoef

Members Absent: Jennifer Smith-Brown

ECONOMIC DEVELOPMENT AUTHORITY INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors

FROM: Chair, Marketing Committee

SUBJECT: Chair's Report

DATE: June 2, 2017

The Marketing Committee met on May 18th. Howell Creative Group announced that it recently won the American Graphic Design USA Award for excellence in website design for the EDA's newly-redesigned site. The award certificate was presented to the Committee to commemorate the achievement.

Staff of Newport News Public Schools (NNPS) gave a presentation about its programs and achievements. Committee members shared their thoughts on ways that the EDA could assist NNPS in promoting strategic communications.

The Committee was briefed about upcoming events, including Business Appreciation and the "Untapped" television feature.

This report does not require Board ratification.



Mary Aldrich, Chair

MA:sdj

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Date, Time and Location: May 18, 2017 at 10:30 a.m., 11820 Fountain Way, Suite 301, Newport News, VA 23606

Members Present: Mary Aldrich, Cassandra Greene, Wendy Drucker, Don Blankenship, Faye Gargiulo, Gary Hunter, Gary Minter

Members Absent: None



ECONOMIC DEVELOPMENT AUTHORITY
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors

FROM: Chair, Revolving Loan Fund Committee

SUBJECT: Chair's Report

DATE: June 2, 2017

The Revolving Loan Fund Committee met on May 24th. Committee members were provided with an update on Newport News Capital Fund (NNCF) loan job counts, loan terms and conditions for outstanding loans for the period ending March 31, 2017.

Staff presented nine FIG Program requests:

- FIG request for \$30,000 from Jaymack Properties South, LLC for exterior painting, including prep, landscaping improvements, and paving at 251 Enterprise Drive;
- FIG request for \$30,000 from Colonial Peninsula Properties, LLC for canopy/awning, exterior lighting, exterior painting, including prep, fencing, landscaping improvements, signage and windows/doors at 14700 Warwick Boulevard;
- FIG request for \$18,574.46 from Pointe Hope, LLC for canopy/awning, exterior painting, including prep, and windows/doors at 690 Town Center Drive;
- FIG request for \$30,000 from Pointe Hope, LLC for canopy/awning, exterior finishes and materials at 700 Town Center Drive;
- FIG request for \$8,957.09 from Pointe Hope, LLC for canopy/awning, fencing, and hardscape improvements at 701 Town Center Drive;
- FIG request for \$16,525 from Pointe Hope, LLC for hardscape improvements at 711 Lakefront Commons;

Revolving Loan Fund Committee Chair's Report

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- FIG request for \$4,286.50 from Pointe Hope, LLC for exterior lighting, exterior painting, including prep, and windows/doors at 11800 Merchants Walk;
- FIG request for \$11,212.78 from Pointe Hope, LLC for canopy/awning, exterior lighting, and exterior painting, including prep, at 11805 Fountain Way; and
- FIG request for \$5,321 from Pointe Hope, LLC for exterior painting, including prep, and fencing at 11820 Fountain Way.

These FIG requests were all unanimously approved.

Staff also provided the Committee with aggregate information on the Façade Improvement Grant (FIG) Program. Since the program's inception in 2012, over 100 FIGs have been approved, over \$2.4 million in grant funds have been committed, over \$1.9 million has been disbursed, and the program has generated over \$5.9 million in private investment.

This report requires Board ratification.


Jennifer Smith-Brown

JSB:tlc

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Date, Time and Location: May 24, 2017, at 12:30 p.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Jennifer Smith-Brown, Alonzo Bell, Jr., Arthur Henderson and John Lunsford

Members Absent: Jeffrey Verhoef, Susan Harris and George Knight