

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

Ms. Drucker called the meeting to order at 8:00 a.m. on Friday, June 3, 2016, in the EDA/IDA Board Room at Two City Center, 11820 Fountain Way, Suite 301, Newport News, Virginia.

Those members present were:

Wendy C. Drucker, Chair
Cary Epes
Cassandra P. Greene
Thomas P. Herbert
Arthur P. Henderson
Jennifer S. Smith-Brown
James M. Bourey, City Manager, ex-officio
Florence G. Kingston, Secretary/Treasurer, ex-officio

Absent:

C. Gary Minter, Vice Chair, excused

Legal Counsel:

Raymond H. Suttle, Jr.

Staff:

Cherry Croushore, Assistant Secretary
Janice Jones, Recording Secretary

Also present:

George Consolvo, Kaufman & Canoles
Robert Pealo, Senior Assistant City Attorney

Ms. Drucker opened the meeting by welcoming everyone.

Request by Christopher Newport University Education Foundation for IDA Approval for the Amendment of a Revenue Bond (Christopher Newport University Project) Series 2001, Issued by the Economic Development Authority of James City County, Virginia, in the Original Principal Amount of \$8,000,000 and Recommending City Council Approval of the Bond Modification

Ms. Drucker opened the public hearing, in Suite 301 of Two City Center, 11820 Fountain Way, Newport News, Virginia 23606, for the purpose of receiving comments regarding a plan of refinance for the Christopher Newport University Education Foundation, a Virginia nonstock corporation (the "Foundation"), the location and mailing address of which is 1 University Place, Newport News, Virginia 23606, for the amendment of a Revenue Bond (Christopher Newport University Project) Series 2001 (the "Bond"), issued by the Economic Development Authority of James City County, Virginia, in the original principal amount of \$8,000,000, to assist the Foundation in (a) the acquisition of properties for student housing, parking and other facilities associated with Christopher Newport University (the "Project"), (b) financing the cost of issuing the Bond and (c) financing the costs of furnishings and other costs associated with the development of the properties. She advised that Notices advertising the Public Hearing appeared in the Daily Press on Friday, May 20, 2016 and Friday, May 27, 2016.

Ms. Drucker asked Mr. George Consolvo, IDA Bond Counsel, with Kaufman & Canoles, to provide opening comments regarding the proposed bond amendment.

Mr. Consolvo reported that the Project, which is owned by the Foundation, consists of certain real estate located adjacent to or in the immediate vicinity of the campus of Christopher Newport University in the City of Newport News, Virginia. The Bond will be amended to extend its maturity for an additional term of ten (10) years and to adjust its interest rate from a floating rate to a fixed rate. Mr. Consolvo advised that once the IDA acted on the Resolution before it, the matter would also need to be approved by City Council, which he anticipated would be at Council's June 28, 2016 meeting. He noted that the Economic Development Authority for James City County, Virginia, was scheduled to approve the bond modification at its June 9, 2016 Board of Directors meeting, and the Board of Supervisors for James City County would consider the matter at its June 28, 2016 meeting.

Ms. Drucker asked if there were any other comments from the public. There were none.

Ms. Drucker asked for a motion to close the Public Hearing regarding the Bond Modification for Christopher Newport University. Mr. Herbert so moved and Mr. Epes seconded the motion, which passed unanimously on a roll call vote.

Ms. Drucker asked for a motion approving IDA Resolution Number 16-2 as presented. Mr. Epes so moved and Mr. Herbert seconded the motion, which passed unanimously on a roll call vote.

Secretary/Treasurer's Report

Ms. Drucker asked for the Secretary/Treasurer's report. Mrs. Kingston introduced two college interns who started with the Department on May 26th. She noted that Amanda Webster was a rising sophomore/junior at Old Dominion University, majoring in Business Analytics. She advised that Amanda had worked as a Payroll Office Assistant at ODU, in retail sales, and had served over 100 hours as a Red Cross volunteer. She stated that Cody Clark was a rising senior at Virginia Commonwealth University, majoring in Economics, and who had been involved in many extracurricular activities including VCU's Economics Club, Sigma Alpha Epsilon Fraternity, International Business Club and Students Supporting Doctors Without Borders.

Mrs. Kingston congratulated the City Manager for the great article featured in the May edition of *Business View Magazine*, an online publication with over 400,000 subscribers across the United States and Canada. She said that the article highlighted the City's wonderful community assets, the growth of Christopher Newport University, new developments at Jefferson Lab and the revitalization of the Southeast Community. She noted that the feature in this magazine showcased the positive business and community climate in Newport News.

Mrs. Kingston said that with site work for the Newport News Transportation Center at Bland Boulevard targeted to begin in the Fall of 2016, the Department of Public Works had been looking for an alternative site to conduct its "dewatering" operations. She advised that Public Works uses vacuum trucks to remove soil, leaves and other debris from the municipal storm drain system, and currently takes the material to the future station site, using between 4 and 5 acres to rotate material in and out prior to mulching or disposal. She reported that following an extensive survey of publicly-held land options, Public Works identified the large City-owned site in Oakland Industrial Park, addressed as 161 Pickett's Line, which was

approximately 40 acres. She told the Board that IDA and Engineering staff had been assisting and collaborating with Public Works to ensure that sediment and debris controls would be incorporated to avoid roadway debris on Enterprise Drive from the entrance of Oakland Industrial Park to the road access of the proposed dewatering site, that a minimum 40-foot tree buffer would be maintained to the east of the proposed road access from Enterprise Drive, and that a berm would be built to shield view of the site for the benefit of the adjacent business. She noted that the proposed site provided approximately six acres for dewatering, not including the roadway access, and Public Works understood that use of this site was subject to future development and/or infrastructure needs. She said that in order to advance this project, she would be seeking a Motion to authorize entry, testing, site work, construction and use of a portion of City-owned property addressed as 161 Pickett's Line Road for the purpose of relocating an existing City-operated dewatering facility, with roadway access from Enterprise Drive, acreage used for dewatering not to exceed approximately six acres and erosion and sediment control measures incorporated into the facility to avoid soils and site debris impacts to Enterprise Drive.

Mrs. Kingston stated that on May 19th, staff had participated in the 2016 Area Business Connection (formerly the Business Expo), the annual trade show sponsored by the Virginia Peninsula Chamber of Commerce, to help build awareness of the services we offer. She said that staff shared a table with Telly Whitfield from the City Manager's office as he promoted the One City Marathon. She advised that the event offered an opportunity for staff to network with citizens, businesses, other exhibitors, and economic development counterparts from Hampton and York County, as well as state legislators and members of City Council.

Mrs. Kingston reminded the Board that the Business Appreciation Luncheon would take place on June 7th at the Newport News Marriott at City Center at 11:30 a.m. She noted that the Business Appreciation Golf Tournament would be held at the Newport News Golf Club at Deer Run on Tuesday, June 21st, with registration and the driving range opening at 8:00 a.m., and a 9:00 a.m. start for the event. She said that these premier Business Appreciation events were always well-received and that they served as an opportunity to thank and celebrate the efforts of our local businesses.

Mrs. Kingston advised that due to the inclement weather cancellation, the World Arts Celebration presented by the City of Newport News, Newport News Sister Cities and the Virginia Arts Festival had been rescheduled to Saturday, July 16th from 4-9 p.m.

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

Ms. Drucker asked for a Motion to authorize entry, testing, site work, construction and use of a portion of City-owned property addressed as 161 Pickett's Line Road for the purpose of relocating an existing City-operated dewatering facility, with roadway access from Enterprise Drive, acreage used for dewatering not to exceed approximately six acres and erosion and sediment control measures incorporated into the facility to avoid soils and site debris impacts to Enterprise Drive. Mr. Henderson so moved and Mr. Herbert seconded the motion, which passed unanimously on a roll call vote.

Mrs. Kingston offered the City Manager an opportunity to comment. Mr. Bourey stated that an important feature of the *Business View Magazine* article was that there were no costs involved. Mr. Bourey reiterated that the World Arts Festival would be a great event and instrumental in uniting the City's diverse cultures, with food, performances and visual arts representing over 30 countries. He noted that the 2017 City Budget had been approved, which included a new position in Development to work on redevelopment throughout the City.

Mr. Bourey stated that the Chief Administrative Officers of the Hampton Roads region localities meet monthly, and at their June 2nd meeting the main topic of discussion was the expansion of broadband and fiber optics to help tie the region together. He stated that regional efforts could possibly build upon a project by Microsoft and Facebook which are installing a trans-Atlantic cable spanning from Virginia Beach to Europe.

Assistant Secretary's Report

Ms. Drucker 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

Ms. Drucker 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 8:24 a.m., Ms. Greene moved for the Authority to go into 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 and southern sections of the City and proposed property acquisitions located in the northern and southern sections 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 prospective businesses interested in locating in the central section of the City, an unannounced expansion of an existing business located in the central section of the City and an unannounced expansion of an existing business located in the southern section of the City. Ms. Smith-Brown seconded the motion, which passed unanimously on a roll call vote.

At 9:36 a.m., the EDA/IDA Board returned to open session following a certification motion by Ms. Greene 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. Herbert seconded the motion, which passed unanimously on a roll call vote.

Approval of Assignments of Existing EDA Parking License Agreements and Execution of a Comprehensive Master Parking Agreement Necessitated by the Potential Sale/Acquisition of Certain Privately-Owned Assets in City Center at Oyster Point

Mrs. Kingston noted that the Approval of Assignments of Existing EDA Parking License Agreements and Execution of a Comprehensive Master Parking Agreement Necessitated by the Potential Sale/Acquisition of Certain Privately-Owned Assets in City Center at Oyster Point item was not ready and was being withdrawn from today's Board Agenda.

Committee Chair's Reports

Ms. Drucker called for the Committee Reports. Mr. Herbert presented the Executive Committee Report, which was ratified by the Board and passed unanimously on a roll call vote. Ms. Greene presented the Marketing Committee Report, which did not require Board ratification. Mr. Epes presented the Revolving Loan Fund Committee Report, which was ratified by the Board and passed with five votes, Ms. Smith-Brown having departed.

Approval of Minutes of the Regular Meeting of May 6, 2016

Ms. Drucker asked for a Motion that the Minutes of the Regular Meeting of May 6, 2016 be approved. Mr. Henderson so moved and Ms. Greene seconded the motion, which passed unanimously on a roll call vote.

Unfinished Business

Ms. Drucker asked for any unfinished business. There was none.

New Business

Ms. Drucker asked for any new business. Mrs. Kingston stated there was no new business.

There being no further business to come before the Board, Ms. Drucker adjourned the meeting at 9:43 a.m.



Florence G. Kingston
Secretary/Treasurer



ECONOMIC DEVELOPMENT AUTHORITY
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors
FROM: Chair, Executive Committee
SUBJECT: Chair's Report
DATE: June 3, 2016

The Executive Committee met on May 23rd. The Committee approved a Resolution, a copy of which is attached to this report, related to a waiver of conflict of interests regarding representation by Jones, Blechman, Woltz & Kelly, P.C.

The Committee was provided a briefing in connection with the status of a Master Plan for the Tech Center development that has been submitted to the City, and was briefed on the EDA's role regarding design review and covenants and restrictions.

The Committee's remaining items were handled in Closed Session. This report requires Board ratification.

A handwritten signature in blue ink, appearing to read "Gary Minter", is written over a horizontal line. The signature is stylized and cursive.

Gary Minter

GM:clc

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Date, Time and Location: May 23, 2016, at 12:00 p.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Wendy Drucker, Cassandra Greene, Tom Herbert, Gary Minter

Members Absent: None



ECONOMIC DEVELOPMENT AUTHORITY
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors
FROM: Chair, Marketing Committee
SUBJECT: Chair's Report
DATE: June 3, 2016

The Marketing Committee met on May 19th. Paula Hersh, Administrator of Video Production Services and General Manager of NNTV, gave an overview of the Newport News Department of Communications. She discussed how the newly-formed department is taking a comprehensive approach to the City's strategic communications.

Staff also briefed the Committee about upcoming events at City Center.

Committee members expressed interest in learning more about the City's "Magnificent 7" initiative and their desire to explore future collaborative communication efforts.

This report does not require Board ratification.



Cassandra Greene, Chair

CG:sdj

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Date, Time and Location: May 19, 2016 at 10:30 a.m., 11820 Fountain Way, Suite 301, Newport News, VA 23606

Members Present: Cassandra Greene, Gary Minter, Mary Aldrich, Faye Gargiulo,

Members Absent: Wendy Drucker, Don Blankenship, Gary Hunter



ECONOMIC DEVELOPMENT AUTHORITY
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors
FROM: Chair, Revolving Loan Fund Committee
SUBJECT: Chair's Report
DATE: June 3, 2016

The Revolving Loan Fund Committee met on May 25th.

Staff presented six (6) Façade Improvement Grant (FIG) Program requests:

- The FIG request for \$30,000 from MMI Real Estate, LLC for canopy/awning, exterior finishes and materials, exterior painting, including prep, paving and signage at 339 35th Street was recommended for approval with a unanimous vote.
- The FIG request for \$30,000 from Douglas R. Hockaday, Sr. for canopy/awning, exterior finishes and materials, exterior lighting, exterior painting, fencing, hardscape improvements, paving, roofing, windows/doors and window flashing at 10113 Jefferson Avenue was recommended for approval with a unanimous vote.
- The FIG request for \$10,212.50 from Newmarket Court, LLC for canopy/awning at 7906 Marshall Avenue was recommended for approval with a unanimous vote.
- The FIG request for \$10,212.50 from Newmarket Court, LLC for canopy/awning at 7908 Marshall Avenue was recommended for approval with a unanimous vote.


Revolving Loan Fund Committee Chair's Report

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- The FIG request for \$28,650 from Goodfarb Family Virginia Virby for canopy/awning, accessibility/ADA Compliant projects, exterior painting, including prep, fencing, hardscape improvements, landscape improvements, and signage at 700 Thimble Shoals Boulevard was recommended for approval with a unanimous vote.
- The FIG request for \$7,351.50 from Shivjiya, LLC for fencing at 15237 Warwick Boulevard was recommended for approval with a unanimous vote.

This report requires Board ratification.



Cary Epes, Chair

CE: tlc

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Date, Time and Location: May 25, 2016 at 12:30 p.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Cary Epes, Susan Harris, John Lunsford, George Knight

Members Absent: Jennifer Smith-Brown, Arthur Henderson