

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. Herbert called the meeting to order at 8:00 a.m., on Wednesday,
December 11, 2013 in the EDA/IDA Board Room at Two City Center, 11820
Fountain Way, Suite 301, Newport News, Virginia.

Those members present were:

Tom Herbert, Vice-Chair
Alonzo R. Bell, Jr.
Cary B. Epes
Cassandra P. Greene
C. Gary Minter
Florence G. Kingston, Secretary/Treasurer, ex-officio
James M. Bourey, City Manager, ex-officio

Absent:

Arthur Henderson, Chair, excused
Wendy Drucker

Legal Counsel:

Raymond H. Suttle, Jr., Esquire

Staff:

Cherry Croushore, Assistant Secretary
Sharon Baker, Recording Secretary

Also present:

Robert Pealo, Assistant City Attorney
Jerri Wilson, Legislative Analyst

Mr. Herbert opened the meeting by welcoming everyone.

Secretary/Treasurer's Report

Mr. Herbert asked for the Secretary/Treasurer's Report. Mrs. Kingston introduced the Department of Development's new graduate intern to the Board. She noted that Sophie Huemer was a Graduate Student at Virginia Commonwealth University, pursuing a Master's Degree in Urban and Regional Planning. She also noted that during her undergraduate studies, Ms. Huemer served an internship with the Engineering Department's GIS division, and bought a wealth of practical knowledge and skills from both her education and experience. Mrs. Kingston stated we were pleased to have Sophie on our team, and noted that we have had great success with our internship program through the years.

Mrs. Kingston reported that the Commonwealth Transportation Board had unanimously approved the City's request for funding under the Economic Development Access Program (EDAP) to facilitate the Liebherr Mining Equipment Expansion Project. She reported that through this program, VDOT would provide a total of \$650,000 in grant funding for infrastructure improvements related to the project. She noted that the \$500,000 in unmatched funding, plus an additional \$150,000 that would be matched through City funds already committed to the project, would not only provide the necessary improvements to facilitate increased production at the Liebherr facility, but would also be beneficial to many other companies in Copeland Industrial Park.

Mrs. Kingston reported that staff had been working to complete the Economic/Industrial Development Authority 2013 Annual Report. She stated that we looked forward to another comprehensive publication for City Council and planned to continue to use the Report as a marketing tool for use in strategic communications with our partners and prospects. Mrs. Kingston advised the Board that she was requesting that the Board delegate authority to the Executive Committee to approve the Report at its January meeting, which would allow printing and delivery to City Council no later than its first February meeting, as required. She advised that a draft of the Annual Report would be delivered to all Board members prior to the January Executive Committee meeting.

Mrs. Kingston advised the Board that the Monthly Financial Statements were in their package. She noted a few highlights, and then stated she would be happy to answer any questions. There were no questions.

Mr. Herbert asked for a motion to delegate authority to the Executive Committee to approve the EDA/IDA 2013 Annual Report at its January Executive Committee meeting. Mr. Epes so moved and Mr. Minter seconded the motion, which passed unanimously on a roll call vote.

Assistant Secretary's Report

Mr. Herbert asked for the Assistant Secretary's Report. Ms. Croushore advised the Board the Committee Schedule was in their package. She advised that the January EDA/IDA Board meeting was being rescheduled from its regularly scheduled date of Friday, January 3rd to Friday, January 10th at 8:00 a.m.

Madison Government Affairs Consultant Report

Mr. Herbert asked for the Madison Government Affairs Consultant Report. Mrs. Kingston advised the Board that due to inclement weather, Mr. Hirsch was unable to attend this morning, but his Government Affairs Report was at their places. She stated that if they had any questions, she would be happy to answer them. There were no questions.

At 8:15 a.m. Mr. Epes moved that the EDA/IDA Board go into closed session in accordance with VA Code Section §2.2-3711.A: Real Estate (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; (5) discussion concerning a prospective business or industry for 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; and/or (7) consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the

negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. The motion was seconded by Mr. Minter and it passed unanimously on a roll call vote.

At 8:42 a.m. the EDA/IDA Board returned to open session following a certification motion by Mr. Epes in accordance with VA Code Section §2.2 3712(D) at the conclusion of any meeting, the public body holding such meeting shall immediately reconvene in an open meeting and shall take a roll call or other recorded vote to be included in the minutes of that body. The motion was seconded by Mr. Minter and it passed unanimously on a roll call vote.

Committee Chair's Reports

Mr. Bell presented the Design Review Committee Chair's Report, which was ratified by the Board and passed unanimously on a roll call vote. Mr. Herbert presented the Executive Committee Chair's Report, which required no ratification by the Board.

Board Appointments to Committees

Mr. Herbert noted that Board Members had at their seats the 2014 EDA/IDA Committee Appointments listing. Ms. Croushore noted that the new committee assignments were effective as of January 1, and encouraged Board Members to check their 2014 committee assignments against the Committee Meeting Schedule to ensure their calendars would be correctly scheduled.

Approval of Minutes of the Annual Meeting of November 15, 2013

Mr. Herbert asked for a motion that the Minutes of the Annual Meeting of November 15, 2013 be approved. Mr. Minter so moved and Ms. Greene seconded the motion, which passed on a roll call vote, with one abstention.

Unfinished Business

Mr. Herbert asked for any unfinished business. Mrs. Kingston stated there was no unfinished business.

New Business

Mr. Herbert asked for any new business. Mrs. Kingston stated there was no new business.

Mr. Herbert asked if there were any other matters to be considered today. There were no other matters.

There being no further business to come before the Board, Mr. Herbert adjourned the meeting at 8:45 am.

A handwritten signature in blue ink, appearing to read "Florence G. Kingston", written over a horizontal line.

Florence G. Kingston
Secretary/Treasurer



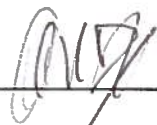
**ECONOMIC DEVELOPMENT AUTHORITY
INDUSTRIAL DEVELOPMENT AUTHORITY**

TO: Board of Directors
FROM: Chair, Design Review Committee
SUBJECT: Chair's Report
DATE: December 11, 2013

The Design Review Committee met on Thursday, November 21, 2013. The Committee considered a request by Fine Sign & Graphics, Inc., on behalf of property owner Howard B. Waters, for approval of scaled color renderings for the addition of one double-sided internally illuminated cabinet to an existing ground mounted monument sign at 710 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 Virginia Natural Gas, Inc., for approval of a site and landscape plan for an upgrade of an existing compressed natural gas fueling station to be constructed at 746 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 items detailed in this report require Board ratification today.



Alonzo R. Bell Jr., Chair

ARB:sch

Date, Time and Location: November 21 at 8:00 a.m., Fountain Plaza Two, 700 Town Center Drive, Suite 200, Newport News, VA

Members Present: Alonzo R. Bell, Jr., Cary B. Epes, Robb Mann, Teresa Nettles, Elizabeth Smith

Members Absent: Thomas P. Herbert, Michael Carpenter, Sylvia Weinstein

**ECONOMIC DEVELOPMENT AUTHORITY
INDUSTRIAL DEVELOPMENT AUTHORITY**

TO: Board of Directors
FROM: Chair, Executive Committee
SUBJECT: Chair's Report
DATE: December 11, 2013

The Executive Committee met on December 2nd. Based on the authority delegated to it by the Board, the Committee approved the FY 2013 EDA/IDA Audit. The Committee also authorized funding, in an amount not to exceed \$19,975 (which includes a contingency amount), and engaging ATKINS to provide 100% design and construction documents associated with the Canon Boulevard Phase II Sidewalk project, with all documentation subject to the review and approval of legal counsel, and with the expended funds to be reimbursed by VDOT through the Canon TPOF grant program.

The Committee's remaining items were handled in Closed Session. This report does not require Board ratification.



Thomas P. Herbert, Chair

TPH:clc

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Date, Time and Location: December 2, 2013 at 12:00 p.m. at Fountain Plaza One, 701 Town Center Drive, Suite 800, Newport News, VA

Members Present: Alonzo Bell, Tom Herbert, Gary Minter

Members Absent: Arthur Henderson