

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, May 2, 2014 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, Vice Chair  
Alonzo R. Bell, Jr.  
Cary B. Epes  
Cassandra P. Greene  
Arthur P. Henderson, Jr.  
C. Gary Minter  
Florence G. Kingston, Secretary/Treasurer, ex-officio  
James M. Bourey, City Manager, ex-officio

Those members absent were:

Thomas P. Herbert, Chair, Excused

Legal Counsel:

Raymond H. Suttle, Jr., Esquire  
Ralph M. Goldstein, Esquire

Staff:

Cherry Croushore, Assistant Secretary  
Sharon Baker, Recording Secretary

Also present:

Paul Hirsch, Madison Government Affairs  
Jerri Wilson, Legislative Analyst, City Manager's Office

Ms. Drucker opened the meeting by welcoming everyone.

### Secretary/Treasurer's Report

Ms. Drucker asked for the Secretary/Treasurer's Report. Mrs. Kingston informed Board members that the great work they had done would now reach all of Hampton Roads and beyond in a newer, more tech-savvy way. She reported that the 2013 EDA/IDA Annual Report now had its own website. The site ([www.newportnewsva.com/annual-report](http://www.newportnewsva.com/annual-report)) was a vibrant, interactive tool which brings the Annual Report to life. Mrs. Kingston stated that the site will be used going forward to showcase future annual reports. She noted previous years' reports were linked from the EDA site and archived in pdf form. Mrs. Kingston informed the Board that the new site would be promoted via flyer, which would be inserted in *Inside Business* on May 12<sup>th</sup> and would be received by 9,000+ subscribers across Hampton Roads. Robin Boyd provided a brief overview of the new website to Board members.

Mrs. Kingston noted that Tuesday, April 29<sup>th</sup>, was a big day with two successful events. She reported first the Peninsula Council for Workforce Development "State of the Workforce on the Greater Peninsula" event was held at the Newport News Marriott at City Center and immediately afterwards, many had participated in our announcement of the certification of the City Center at Oyster Point Entertainment District Project under the Commonwealth's Tourism Development Financing Program and the Daily Press Media Group Headquarters move to City Center. She thanked all who attended.

Mrs. Kingston reported that response had been strong for both of this year's Business Appreciation events. She noted the May 20<sup>th</sup> luncheon had reached capacity and the June 3<sup>rd</sup> golf tournament was rapidly approaching its full complement of 144 golfers. She also noted that in addition to the luncheon and golf tournament, we worked with Mayor Price and City Council to proclaim the month of May as Business Appreciation Month in Newport News. Mrs. Kingston reported that at the April 22<sup>nd</sup> City Council meeting, three members of the Newport News business community – Mr. Devon Henry of Team Henry Enterprises, Ms. Nicole Talton of Virginia Company Bank and Mr. Scott Trainum of ICG were on-hand to accept this year's proclamation.

Mrs. Kingston reported that Dilon Technologies Inc. (Dilon), a tenant in the ARC Building, was in a growth mode due in part to its recent acquisition of Massachusetts-based Dynasil Corp. of America, a gamma surgical probe business. She reported that in March, Dilon had amended its Lease with the EDA to add an additional 842 square feet. She noted that in addition, Dilon was now finalizing further amending the Lease to add more space (Room 628), another 830-square-foot space to be used for storage and light assembly of the new probes. She stated this was indeed an exciting time for Dilon and we were pleased the addition of the surgical probe business has added to the growth potential of this local business.

Mrs. Kingston reported that the Newport News Municipal Employees Credit Union's (NNMECU) existing lease of 16 square feet of lobby space in Fountain Plaza Two for the continued use of an ATM had been extended at its current monthly rental rate of \$225 per month. She noted that the lease extension would commence on June 1, 2014 and expire on May 31, 2019.

Mrs. Kingston reported that this year's MODSIM World conference was held at the Hampton Roads Convention Center, April 15<sup>th</sup> - 17<sup>th</sup>. She reported that the EDA served as a sponsor for the event, which was attended by experts and industry professionals in the field of modeling and simulation. Mrs. Kingston noted that this year's conference included an entrepreneur event during which modeling & simulation entrepreneurs were allowed to present their ideas to a panel of judges and the audience at large, with the winning idea receiving funding for additional development and implementation. She reported that staff attended several events at the conference, including a roundtable discussion with MODSIM conference leadership, other economic development officials, workforce development representatives and industry experts that addressed ways to help grow the conference in future years by reaching out to commercial users of modeling & simulation technology.

Mrs. Kingston reported that staff attended Old Dominion University's Public Procurement and Contract Management Symposium on April 25<sup>th</sup>. She noted that the day-long event addressed key challenges and opportunities facing federal, state, and local government procurement programs and the stakeholders in those programs. She reported that the Symposium drew attention to how best-practice strategic public procurement and contract management can provide the best possible support for the goals of all public entities.

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.

Mrs. Kingston gave the City Manager an opportunity to make comments.

Mr. Bourey reported that the meetings he, Mrs. Kingston and other City management team members recently had in New York with the City's bond rating agencies had very positive results. He noted the City maintained its current bond rating with Moody's and received an upgrade to AA+ from Standard and Poor's. He also reported the City's recent bond authorization was completed with very good rates and savings.

Mr. Bourey advised that the City would be selecting a consultant in the next two weeks to manage the Newport News One-City Marathon and Community Festival, the City's first marathon event. He noted that the City's budget would be adopted in less than two weeks.

Mr. Bourey reported that a significantly-sized article on the airport and air service in Newport News was scheduled to be published in *US Airways* magazine in the August 2014 issue.

He also advised that plans were underway for an advocacy trip to Washington DC to meet with our Congressional Delegation to discuss important items relative to Newport News.

#### Assistant Secretary's Report

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

#### Madison Government Affairs Consultant Report

Ms. Drucker asked for the Madison Government Affairs Consultant Report. Mr. Hirsch reported that the annual appropriations process, which begins each year with the release of the president's budget, was in full swing. He reported that President Obama's budget request was released on March 4<sup>th</sup>, and appropriations committees in the House and Senate had been holding preliminary hearings on several of the 12 spending bills that are passed through Congress each year.

Mr. Hirsch reported that appointments had been scheduled on Capitol Hill for Mayor Price, City Manager Bourey, and Mrs. Kingston to meet with our Congressional Delegation on current and ongoing activities at Jefferson Lab, as well as an overall discussion on the City.

Mr. Hirsch reported there was a Military Construction project request for a \$7.7 million Tactical Vehicle Hardstand project for Fort Eustis in the President's FY 2015 Budget Request. He noted the Military Construction & Veterans Affairs Appropriations Bill that recently passed included the Hardstand project. He also noted that the House Armed Services Committee's Readiness Subcommittee had included the authorization for the Hardstand Project as well.

Mr. Hirsch reported that Congressmen Wittman had visited Fort Eustis last week, met with TRADOC and had received a Command Briefing, and following that he visited the US Army Aviation Logistics School (USAALS) (128<sup>th</sup> Aviation Brigade), the Aviation Applied Technology Directorate (AATD), and 7<sup>th</sup> Group. Lieutenant General Mangum, Deputy Commanding General TRADOC, was the overall host and escort. He also reported that Military Legislative Assistant Karen Courington and State Director John Knapp from the office of Senator Tim Kaine had visited Fort Eustis and received a TRADOC Command Briefing and tour. Major General MacCarley, Deputy Chief of Staff for TRADOC, was the overall host and escort.

Mr. Hirsch reported that Alan Archer, Assistant City Manager, was the Newport News lead for the P4 process that involved Joint Base Langley Eustis along with local government. He reported the group met on April 17<sup>th</sup> and gained some important momentum in a Tabletop Exercise. He noted that as a result of this meeting, they had identified four concrete partnership outcomes in five strategic areas.

At 8:32 a.m. Mr. Minter 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. Epes and it passed unanimously on a roll call vote.

At 9:10 a.m. the EDA/IDA Board returned to open session following a certification motion by Mr. Minter 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. Bell and it passed unanimously on a roll call vote.

#### Committee Chair's Reports

Mr. Minter presented the Conference Center Marketing Chair's Report, which required no ratification by the Board. Mr. Minter presented the Marketing Committee Chair's Report, which required no ratification by the Board. Mr. Henderson presented the Parking Committee Chair's Report, which was ratified by the Board and passed unanimously on a roll call vote. Ms. Greene presented the Revolving Loan Fund Committee Chair's Report, which was ratified by the Board and passed unanimously on a roll call vote.

Approval of Minutes of the Regular Meeting of April 4, 2014

Ms. Drucker asked for a motion that the Minutes of the Regular Meeting of April 4, 2014 be approved. Mr. Minter so moved and Mr. Epes seconded the motion, which passed unanimously on a roll call vote.

Unfinished Business

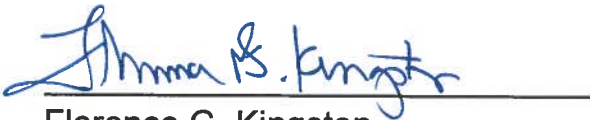
Ms. Drucker asked for any unfinished business. Mrs. Kingston stated there was no unfinished business.

New Business

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

Ms. Drucker 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, Ms. Drucker adjourned the meeting at 9:20 am.



Florence G. Kingston  
Secretary/Treasurer

**ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY**

TO: Board of Directors  
FROM: Chair, Conference Center Marketing Committee  
SUBJECT: Chair's Report  
DATE: May 2, 2014

The Conference Center Marketing Committee met at 8:00 am on Wednesday, April 16, 2014 in the Executive Board Room at the Marriott. Connie Brewer, Newport News Marriott Director of Sales and Marketing, reviewed conference center marketing efforts for the prior quarter. She reported increased bookings for 2015, 2016 and 2017 from Virginia Associations, North Carolina Associations and National Associations coming out of Washington, DC. During 2013, sports bookings increased by 25%, and that trend has continued through 2014. The Committee reviewed completed large group events and received a briefing on upcoming large events.

The next meeting for the committee is scheduled for ~~Wednesday~~, July 23, 2014.



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C. Gary Minter, Chair

CGM:cum

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Date, Time and Location: April 16, 2014 at 8:00 a.m., Executive Board Room, Marriott at City Center

Members Present: Gary Minter, Tim Bailey, Bill Hudgins, Cindy Brouillard, Neil Burns, Maureen Coon

Members Absent: none

**ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY**

**TO:** Board of Directors  
**FROM:** Chair, Marketing Committee  
**SUBJECT:** Chair's Report  
**DATE:** May 2, 2014

The Marketing Committee met on April 24, 2014. Committee members were briefed on the City Center Entertainment District and the upcoming event announcing that the District has been certified as a Commonwealth Tourism Development Financing Program project. The City Center Entertainment District features Toby Keith's I Love this Bar & Grill, Tucanos Brazilian Grill, Paragon Theater, and Travinia Italian Kitchen and Wine Bar.

Staff noted recent events and upcoming dates including a presentation of a Proclamation to the business community for Business Appreciation Month, Modeling and Simulation World Conference, Business Appreciation Luncheon and Golf Outing, and the 2014 State of the City address.

The new Annual Report microsite, developed by Howell Creative Group, went live on April 25<sup>th</sup>. The site is an interactive version of the Annual Report and can be found by visiting [www.newportnewsva.com/annual-report](http://www.newportnewsva.com/annual-report). A promotional insert is scheduled to be inserted in the May 12<sup>th</sup> edition of Inside Business to bring traffic to the site.

To keep the Committee abreast of the expanding variety of place-making efforts at City Center, staff distributed the 2014 City Center calendar of events. Committee members were pleased and expressed a desire for greater awareness around the City.

This report does not require Board ratification.



Gary Minter, Chair

GM:rn

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Date, Time and Location: April 24, 2014 at 10:30 a.m. at 11824 Fishing Point Drive, Newport News, VA 23606

Members Present: Gary Minter, Cassandra Greene, Faye Gargiulo, Gary Hunter, John Miller

Members Absent: Mary Aldrich, Don Blankenship, Wendy Drucker



**ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY**

**TO:** Board of Directors  
**FROM:** Chair, Parking Committee  
**SUBJECT:** Chair's Report  
**DATE:** May 2, 2014

The Parking Committee held its regular quarterly meeting on Monday, April 28, 2014. The Committee received staff reports on various parking-related activities and updates, including towing and vacancy rates, and reviewed the fiscal summaries for the nine months ending on March 31<sup>st</sup>.

Staff also briefed the Committee on the need to begin design work for a new parking lot, which would be constructed on EDA-owned property at the eastern corner of 35<sup>th</sup> Street and Washington Avenue, and which would be leased to individual parkers on a monthly basis to help meet demand for parking in this vicinity. Upon discussion, the Committee voted unanimously to recommend expenditure of up to \$18,000 for design and engineering associated with this proposed parking lot.

The item upon which the Committee took action requires board ratification today.

  
Arthur P. Henderson, Chair

APH:cam

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Date, Time and Location: April 28, 2014 at 11:30 a.m. at Two City Center, 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Arthur P. Henderson, Jr., Alonzo Bell, Jr., Cary B. Epes, John M. Lunsford

Members Absent: James B. McDougall, Eugene S. Soud

**ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY**

TO: Board of Directors  
FROM: Chair, Revolving Loan Fund Committee  
SUBJECT: Chair's Report  
DATE: May 2, 2014

The Revolving Loan Fund Committee met on Wednesday, April 30, 2014.

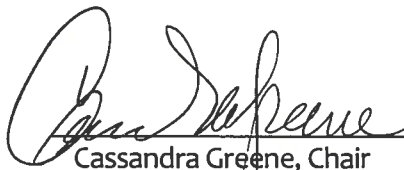
Staff introduced the new Committee member, George Knight, to the group.

The Committee members were provided financial statements for the Newport News Capital Fund (NNCF) for the period ending March 31, 2014. A loan compliance status report was also provided to the Committee, which reflected that 75% of the NNCF asset base will be loaned out after disbursement of the CCOP Entertainment District loan, which means the fund will be in compliance with US EDA regulations.

Staff presented two (2) FIG requests:

- The FIG request for \$19,863 from 741 JCM, LLC for accessibility/ADA compliance, exterior painting and prep, landscaping improvements, roofing, windows and doors at 741 J. Clyde Morris Boulevard was recommended for approval with a unanimous vote.
- The FIG request for \$30,000 from Municipal Partners II, LLC for exterior lighting, fencing, hardscape improvements, paving and landscaping at 11818 Rock Landing Drive was recommended for approval with a unanimous vote.

The Committee is asking the Board to ratify Committee action relating to the FIG approvals.

  
Cassandra Greene, Chair

CG:tw

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Date, Time and Location: April 30, 2014 at 12:30 PM at Two City Center, 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Cassandra Greene, Cary Epes, Arthur Henderson and George Knight

Members Absent: Susan Harris