

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, October 5, 2018, 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  
Cassandra P. Greene, Vice Chair  
Alonzo R. Bell, Jr.  
Jonathan Skinner  
Jeffrey Verhoef  
Florence G. Kingston, Secretary/Treasurer, ex-officio

Absent:

Mary Aldrich, Excused  
Jennifer Smith-Brown, Excused  
Cynthia D. Rohlf, City Manager, ex-officio, Excused

Legal Counsel:

Raymond H. Suttle, Jr.  
Conway Sheild

Staff:

Kearston Milburn, Recording Secretary  
Cherry Croushore, Assistant Secretary

Also present:

Laura Hayes, Vice President of Business Development, HREDA  
Collins Owens, City Attorney  
Robert Pealo, Deputy City Attorney  
Jerri Wilson, Legislative Analyst, City Manager's Office

Mr. Minter opened the meeting by introducing visitors and welcoming everyone.

Quarterly Hampton Roads Economic Development Alliance Report

Mr. Minter called for the Quarterly Hampton Roads Economic Development Alliance Report.

Ms. Hayes greeted the Board and stated that on October 4<sup>th</sup>, HREDA organized a working lunch between Economic Development leaders from Hampton Roads' localities and the consultant organization that represents Hampton Roads in Europe. She noted that Mrs. Kingston was in attendance. She stated that the consultants presented a detailed and positive report, relating that they had met with 67 companies in the past six months, had obtained 18 strong leads and identified four companies that want to visit Hampton Roads, recognizing that it has many strong business assets. She stated that the consultant organization had well exceeded its initial goal of 15 leads in one year by delivering 18 within 6 months.

Ms. Hayes stated that she and colleague Amy Parkhurst had participated in four marketing missions within the last month, including the Hannover Messe USA Industry trade show in Chicago, noting that Hannover Messe was one of the world's largest trade shows based in Germany and that 2018 was the first year it had been held in the U.S. She said that they had participated in six company meetings there, as well as a Coffee Day hosted by the Port of Virginia which promoted Hampton Roads to coffee companies and consultants that were looking to expand or bring operations to Hampton Roads. She stated that they also participated in a Site Selectors Guild conference and a Global Security Exchange conference focused on IT companies.

Mrs. Kingston stated that the European consultant reported in their meeting that they had strong interest from companies in the maritime and advanced manufacturing industries. She said that she articulated Newport News' strengths in these areas, and that they were very familiar with Liebherr. She stated that they would be returning in December to better understand all the individual community assets.

Ms. Hayes answered several questions, and Chair Minter thanked her for her report.

Secretary/Treasurer's Report

Mrs. Kingston stated that staff would continue to move forward on the rehabilitation of 2506 Jefferson Avenue, the location of the future coworking space which was one of the City-

funded Critical Community Improvements identified in the Transformation Plan for the Marshall-Ridley Choice Neighborhood. She noted as a reminder that this project was being funded through appropriated City CIP dollars, and the construction phase would be supported by the \$480,000 Industrial Revitalization Fund Grant. She stated that James River Architects had completed the facility condition report for the property, and the recommendation of the report was that given the condition of the building, the interior should be completely demolished and construction should include replacing most of the building's systems, as well as the roof. Mrs. Kingston reported that staff had worked with the Department of Engineering and James River Architects to develop a scope of work for the design of the space, the development of building plans and construction documents and for the construction administration services associated with the rehabilitation of 2506 Jefferson Avenue, and that she would be seeking a motion to authorize EDA acceptance of James River Architects' Fee Proposal for Architectural and Engineering Professional Services to develop construction documents and perform construction phase services in the amount of \$144,927 to advance the rehabilitation of 2506 Jefferson Avenue and establishment of the coworking space, subject to review and approval by EDA Legal Counsel.

Mrs. Kingston was pleased to report that as the next step in the environmental remediation of the former Chase Packaging site, the property had been successfully enrolled in the state's Voluntary Remediation Program (VRP), administered by the Department of Environmental Quality (DEQ). She stated that DEQ officials had met with EDA staff and our environmental consultant to develop and implement a plan to complete the environmental remediation of the Chase site and prepare it for future redevelopment. Mrs. Kingston noted she would continue to keep Board Members updated as the project progresses.

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.

Mr. Minter asked for a motion to authorize EDA acceptance of James River Architects' Fee Proposal for Architectural and Engineering Professional Services to develop construction documents and perform construction phase services in the amount of \$144,927 to advance the rehabilitation of 2506 Jefferson Avenue and establishment of the coworking space, subject to review and approval by EDA Legal Counsel. Mr. Bell so moved and Ms. Greene seconded the motion, which passed unanimously on a roll call vote.

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 8:15 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) and 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 acquisitions in the southern section of the City and a proposed property disposition in the central 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 an unannounced prospective business interested in locating in the southern section of the City. Mr. Bell seconded the motion, which passed unanimously on a roll call vote.

At 8:26 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 Reports

Mr. Minter called for the Committee Reports. Mr. Bell presented the Design Review Committee Report, which passed unanimously on a roll call vote. Ms. Greene presented the South Newport News Committee Report, which did not require Board ratification.

Approval of Minutes of the Regular Meeting of September 7, 2018

Mr. Minter asked for a motion that the Minutes of the Regular Meeting of September 7, 2018 be approved. Mr. Bell so moved and Ms. Greene seconded the motion, which passed unanimously on a roll call vote.


Unfinished Business

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

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 8:31 a.m.



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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: October 5, 2018

The Design Review Committee met on September 20<sup>th</sup>. The Committee considered a request by PMA Architecture, on behalf of Tower Park Corporation, and Work/Place for approval of a digital rendering of proposed exterior modifications located at 733 Thimble Shoals Boulevard in Oyster Point of Newport News. Upon review, the Committee recommended approval of the request on a majority vote with one abstention, subject to all applicable City codes and regulations.

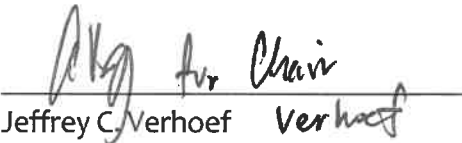
The next item considered by the Committee was a request by SignMedia, on behalf of Masters & Masters, LLC and Masters Mechanical Corporation, for approval of digital renderings and digitally-enhanced photographs of a proposed monument sign and a building-mounted sign located at 803 Bluecrab Road in Oyster 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 Scotty Signs, on behalf of SSBL, LLC and Howard Hanna Real Estate Services, for approval of digital renderings of proposed internally-illuminated, building mounted signage at 724 Thimble Shoals Boulevard in Oyster Point of Newport News. Upon review, the Committee recommended approval of the request on a majority vote with one abstention, subject to all applicable City codes and regulations.

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Finally, the Committee considered a request by Saunders + Crouse Architects, on behalf of the Economic Development Authority of the City of Newport News, for approval of a site plan and a landscape plan for a proposed public parking garage located at 11839 Canon Boulevard in City Center at Oyster Point. Upon review, the Committee recommended approval of the request on a majority vote with one abstention, subject to all applicable City codes and regulations.

This Report requires Board ratification.

  
Jeffrey C. Verhoef

JCV:kpw

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Date, Time and Location: September 20, 2018, at 8:00 a.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Alonzo Bell, Jr., Jonathan Skinner, Carl Breiner, Robert Mann, Teresa Nettles, Bryan Trainum, Sylvia Weinstein, Elizabeth Willis

Members Absent: Jeffrey Verhoef, Tom Herbert



ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors

FROM: Chair, South Newport News Committee

SUBJECT: Chair's Report

DATE: October 5, 2018

The South Newport News Committee met on October 2<sup>nd</sup>. The Committee welcomed guests Police Chief Steve R. Drew and South Precinct Captain J.T. Bollhorst. Chief Drew provided a brief introduction of his background and experience, noting that he felt honored and privileged to serve the City of Newport News as Police Chief. He emphasized that his main priorities are the community and youth, health and well-being of his officers and more focused policing and accountability for crimes committed in the City. Chief Drew outlined recent strategic changes he had made within the divisions of the Police Department, and reported downward trending crime statistics.

Next, Captain Bollhorst spoke regarding his background and experience, noted issues and challenges unique to the Southeast Community, reported improving crime statistics and outlined crime prevention methods being advanced to target crime and conditions within the Southeast Community.

Both Chief Drew and South Precinct Captain Bollhorst emphasized the importance of engaging with the community, establishing relationships and trust and working together to solve issues faced City-wide, and in the Southeast Community. They also communicated that transparency is critical.

Committee Members and staff found them to be inspiring and informative, and were encouraged and impressed by their enthusiasm and commitment to the City, and Southeast Community. Both answered questions from Committee Members and staff, who offered assistance with their efforts.



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October 5, 2018  
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The Committee also received staff updates on ongoing Downtown, Southeast Community and Newport News Redevelopment & Housing Authority projects.

This report does not require Board ratification.

  
Mary Aldrich, Chair

MA:kpw

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Date, Time and Location: October 2, 2018, 4:00 p.m. at Newport News Police Department, South Police Precinct, Community Room, 3303 Jefferson Avenue, Newport News, VA

Members Present: Cassandra P. Greene, Jonathan Skinner, Carl Burt, Richard Coleman and Troy Smith, Jr.

Members Absent: Mary Aldrich