

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. Bell called the meeting to order at 8:00 a.m. on Friday, March 1, 2019, in the EDA/IDA Board Room at Two City Center, 11820 Fountain Way, Suite 301, Newport News, Virginia.

Those members present were:

Alonzo R. Bell, Jr., Chair  
Jennifer Smith-Brown, Vice Chair  
Mary Aldrich  
Cassandra P. Greene  
C. Gary Minter  
Jonathan Skinner  
Jeffrey Verhoef  
Cynthia D. Rohlf, City Manager, ex-officio  
Florence G. Kingston, Secretary/Treasurer, ex-officio

Absent:

None

Legal Counsel:

Ray Suttle  
Conway Sheild

Staff:

Kearston Milburn, Recording Secretary  
Cherry Croushore, Assistant Secretary

Also present:

Mike Giardino, Executive Director, Newport News/Williamsburg International Airport  
Jessica Wharton, Director of Marketing & Public Affairs, Newport News/Williamsburg  
International Airport  
Collins Owens, City Attorney  
Robert Pealo, Deputy City Attorney  
Jerri Wilson, Legislative Analyst, City Manager's Office

Mr. Bell opened the meeting by welcoming everyone.

### Airport Update

Mr. Bell called for the Airport Update. Mr. Giardino, Executive Director of the Airport, distributed a printed presentation to Board Members. He noted that he had last presented to the Board a year ago, shortly after becoming Executive Director. Mr. Giardino advised that it was his preference to refer to the Airport by its historic 3-letter designation, PHF, Patrick Henry Field. He then provided Board Members with a listing of the top PHF markets and briefly walked through the handout, pointing out the more relevant graphics and information. He reported that a consultant was recently hired to assist in locating air carriers, as well as to conduct a leakage study, and that the results of the study indicated that passengers lost after AirTran's departure from PHF were driving to other airports, primarily due to lack of available service options at PHF.

Mr. Giardino reported that the consolidation of air carriers had led to fewer air service opportunities for PHF to pursue and noted that a pilot shortage had also been a contributing factor, resulting in fewer new routes or reductions in existing service. He stated that the top four carriers in the U.S. currently control over 80% of the domestic seats. He further emphasized that he and his team were aggressively talking to and meeting with airlines to pursue new and expanded air service opportunities.

Mr. Bell asked if there were any questions of Mr. Giardino. Mr. Minter asked if the data presented was through the 4<sup>th</sup> quarter of 2018. Mr. Giardino stated that the data in the presentation handout was current through July 2018. Mr. Bell thanked him for his report.

### Secretary/Treasurer's Report

Mrs. Kingston stated that the City of Newport News was working on the Habersham Drive Area Improvements Project, and that the project would include improvements to three intersections on Jefferson Avenue with the goal of increasing safety for pedestrian traffic and improving traffic flow along Jefferson Avenue. She said that the City was proposing the acquisition of right of way, a permanent traffic control easement and a temporary construction easement on property owned by the IDA located at 2381 G Avenue. She reported that the portion of the property to be conveyed from the IDA to the City included 368 square feet for Right of Way, 875 square feet for Permanent Traffic Control Easement and 1,038 square feet for a Temporary Construction Easement, indicating these areas on a location map. She stated that the total compensation for this acquisition, based on an

appraisal obtained by the City, was \$100. She stated that she would be seeking a Motion to approve the transaction.

Mrs. Kingston was pleased to report that the EDA had closed on the acquisition of the former K-Mart property at 401 and 413 Oriana Road from Kroger Limited Partnership I on February 25<sup>th</sup>. She said that staff was working with the City's Engineering Department to prepare a bid for asbestos abatement and demolition of the building. She stated that after the City's Denbigh-Warwick Area Plan was completed, the EDA would determine the next steps in developing and marketing the property.

Mrs. Kingston reported that we were continuing to progress on the environmental remediation of the former Chase Packaging site. She explained that the next step was procurement support for removal of the approximately 200,000 square-foot concrete slab remaining from the previously demolished building on the property, and the restoration of this area back to grade. She said that Arcadis U.S., Inc. would provide technical assistance involving preparation of bid specifications, responses to bidder questions, and review of bidder documents and reported that costs associated with this work were reimbursable under the EDA's Virginia Brownfield Assistance Fund Grant.

Mrs. Kingston stated that in an effort to further promote small business development, staff and the Virginia Department of Small Business and Supplier Diversity (SBSD) had engaged in a working partnership. She noted that Board Members were already familiar with our popular "Office Hours" workshops and SCORE counseling sessions, and that we would now be adding SBSD monthly one-on-one counseling sessions. In addition, Entrepreneur Express and SWaM certification workshops are planned in March and May. She said that SBSD would also assist with logistics and promotion for training offered, and she was pleased with the partnership and the ability to broaden opportunities for new and growing businesses.

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.

Mrs. Kingston offered the City Manager an opportunity to comment. Ms. Rohlf reminded Board Members of the upcoming visit from the U.S. Housing and Urban Development (HUD) and hoped that within the next few months we would have good news with regard to the CNI Implementation Grant.

Ms. Rohlf stated that by the end of March she would submit her 2020 Operating Budget to City Council. She noted that she would continue to monitor the financials closely given the recent federal government shutdown and its impacts.

Ms. Rohlf stated that City Council was impressed with the ongoing collaborative work being performed with the Greater Peninsula Workforce Board and at Brooks Crossing. She noted that she was particularly excited about the Brooks Crossing Innovation and Opportunity Center beginning to take shape. She stated that she looked forward to the activities our new Police Chief continues to initiate within the Southeast Community.

Ms. Rohlf reported that the City's new Fire Chief had just been sworn in, and said that she was very pleased with the new energy and experience the City gained with the recent Police Chief and Fire Chief hires.

Ms. Rohlf reported that the start of the One City Marathon weekend was now underway, with events scheduled to take place all weekend long. She encouraged Board Members to participate in the festivities and activities.

She said that the General Assembly had just wrapped up its session this week and commended Ms. Jerri Wilson on her fine work for the City on General Assembly initiatives.

Mr. Bell asked if there were any questions of Mrs. Kingston or Ms. Rohlf. There were none, and Mr. Bell thanked them for their reports and comments.

Mr. Bell asked for a motion to authorize conveyance of a portion of IDA-owned property at 2381 G Avenue, comprised of 368 square feet for Right of Way, 875 square feet for a Permanent Traffic Control Easement and 1,038 square feet for a Temporary Construction Easement, to the City of Newport News, for the purpose of improving intersections as part of the Habersham Drive Area Improvements Project, subject to all necessary documents being reviewed and approved by IDA Legal Counsel. Mr. Minter so moved and Ms. Greene seconded the motion, which passed unanimously on a roll call vote.

#### Assistant Secretary's Report

Mr. Bell 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. Bell 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 8:32 a.m., Mr. Skinner 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 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 unannounced prospective businesses interested in locating in the central section of the City. Mr. Minter seconded the motion, which passed unanimously on a roll call record.

At 9:29 a.m., the EDA/IDA Board returned to open session following a certification motion by Mr. Skinner, 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. Minter seconded the motion, which passed unanimously on a roll call record.

### Action Coming Out of Closed Session

Mr. Bell stated there were no actions coming out of Closed Session.

### Committee Reports

Mr. Bell called for the Committee Reports. Mr. Minter presented the Conference Center Marketing Report, which did not require Board ratification. Ms. Aldrich presented the Design Review Committee Report, which passed on a majority vote of 6-0, Mr. Skinner having departed. Mr. Verhoef presented the Marketing Committee Report, which did not require Board ratification. Mr. Bell presented the Revolving Loan Fund Committee Report, which passed on a majority vote of 6-0.

Approval of Minutes of the Regular Meeting of February 1, 2019

Mr. Bell asked for a motion that the Minutes of the Regular Meeting of February 1, 2019 be approved. Mr. Minter so moved and Ms. Greene seconded the motion, which passed on a majority vote of 6-0.

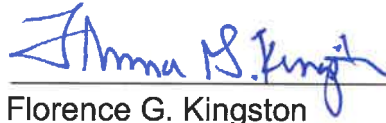
Unfinished Business

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

New Business

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

There being no further business to come before the Board, Mr. Bell adjourned the meeting at 9:42 a.m.



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Florence G. Kingston  
Secretary/Treasurer

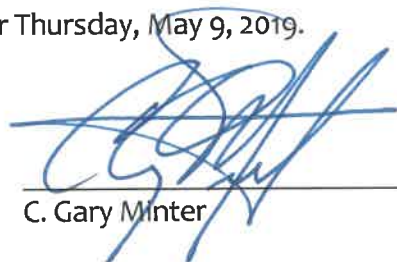


ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors  
FROM: Chair, Conference Center Marketing Committee  
SUBJECT: Chair's Report  
DATE: March 1, 2019

The Conference Center Marketing Committee met on February 14<sup>th</sup>. Brandon Johnson, Marriott Director of Sales and Marketing and Mark Butcher, Marriott General Manager, provided an overview of completed marketing efforts for the 4<sup>th</sup> quarter of 2018. The Committee reviewed group highlights, social catering, e-commerce and social media initiatives. Conference Center Sales Staff conducted a sales blitz featuring the “This is our Story” theme from the State of the City event. Committee Members were provided 2018 EDA/IDA Annual Reports, which were very favorably received.

The next Committee meeting is scheduled for Thursday, May 9, 2019.



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C. Gary Minter

CGM:cum

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Date, Time and Location: February 14, 2019, at 8:00 a.m., Executive Board Room, Newport News Marriott at 740 Town Center Drive Newport News, VA 23606

Members Present: Gary Minter, Cindy Brouillard, Mark Butcher, Elizabeth Parker, Eva Wiggins

Members Absent: None



ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY

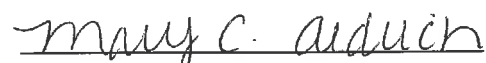
TO: Board of Directors  
FROM: Chair, Design Review Committee  
SUBJECT: Chair's Report  
DATE: March 1, 2019

The Design Review Committee met on February 21<sup>st</sup>. The Committee considered a request by Signs Unlimited, Inc., on behalf of Heyman Investment Group and Pointe Hope, LLC, for approval of a digital rendering of a proposed awning package with internally-illuminated signage located at 11820 Fountain Way in City Center at Oyster Point. 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 Kaufman & Canoles, on behalf of The Faison Center, Inc. and Taylor Made Holdings NN, LLC, for approval of a digital rendering and building elevations of proposed exterior modifications and proposed landscape plan at 803 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 was briefed by staff regarding an administrative approval action granted for signage located at 11815 Rock Landing Drive.

Items in this Report voted on by the Committee require Board ratification.

  
Mary C. Aldrich

MCA:kpw

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Date, Time and Location: February 21, 2019, at 8:00 a.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Mary C. Aldrich, Alonzo Bell, Jr., Jonathan P. Skinner, Carl Breiner, Thomas Herbert, Robert Mann, Teresa Nettles, Bryan Trainum, Elizabeth Willis

Members Absent: Sylvia Weinstein





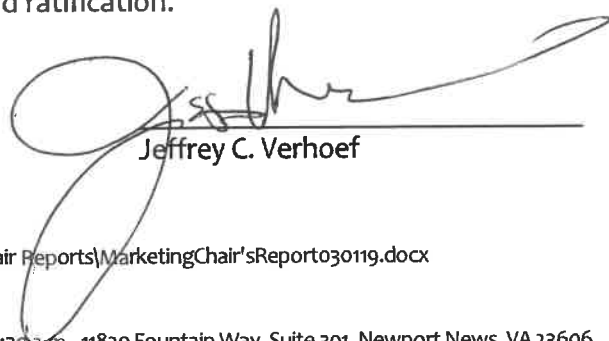
**ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY**

**TO:** Board of Directors  
**FROM:** Chair, Marketing Committee  
**SUBJECT:** Chair's Report  
**DATE:** March 1, 2019

The Marketing Committee met on February 21<sup>st</sup>. The newly-published 2018 EDA/IDA Annual Report was presented. Members were pleased and complimentary of the creative design, quality and content.

Staff gave a detailed overview of the Opportunity Zones program, a new revitalization tool which provides preferential tax benefits for investments in certain Treasury-certified distressed census tracts designated as Opportunity Zones. Howell Creative Group briefed the Committee on its research about the creative ways other localities are promoting their Opportunity Zones.

This Report does not require Board ratification.



Jeffrey C. Verhoef

JCV:rnb

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Date, Time and Location: February 21, 2019 at 10:30 a.m., 11820 Fountain Way, Suite 301, Newport News, VA 23606

Members Present: Jennifer Smith-Brown, Cassandra Greene, Faye Gargiulo, Gary Hunter, Dan Powell

Members Absent: Jeff Verhoef, Don Blankenship