

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. Hoege called the meeting to order at 9:00 a.m. on August 4, 2023, in the EDA/IDA Board Room at 11820 Fountain Way, Suite 301, Newport News, Virginia.

Those members present were:

Howard H. Hoege III, Chair  
Alonzo R. Bell, Jr.  
Faye P. Gargiulo  
Jameka R. Johnson  
Jonathan P. Skinner  
Cathy T. Williams  
Florence G. Kingston, Secretary/Treasurer, ex-officio  
Alan K. Archer, Acting City Manager, ex-officio

Absent:

R.C. Miller (excused)

Legal Counsel:

Raymond H. Suttle, Jr.

Staff:

Joy Robison, Assistant Secretary  
Jessica Jacobs, Recording Secretary

Also present:

Niambi Jarvis, Chief Operating Officer, Point Management Group  
Shay Ponquinette, Senior Strategic Advisor, Point Management Group  
Valerie Point, Vice President, Point Management Group  
Bo Clayton, Assistant City Manager  
Bob Pealo, Deputy City Attorney  
John Borden, Director, Newport News-Williamsburg Airport  
Larry Brunson, Director, Brooks Crossing Innovation + Opportunity Center  
Jerri Wilson, Intergovernmental Affairs Manager  
Pamela Croom, SWaM Coordinator

### Call to Order

Mr. Hoege opened the meeting and welcomed everyone. He recognized Alan Archer and expressed excitement on behalf of the Board for working with the Acting City Manager.

### The Offices @ Two Five & J Presentation

Mrs. Kingston reported that The Offices @ Two Five & J (The Offices) coworking facility at 2506 Jefferson Avenue is now in its 3<sup>rd</sup> year of operations. She reminded the Board that since opening the facility in the summer of 2021, The Offices had quickly filled its role as a hub for small business services within the community, as well as an effective part of the ongoing work implementing the Choice Neighborhood Initiative (CNI) grant. Mrs. Kingston reminded the Board that the EDA had contracted with Point Management Group (PMG) as the operator for The Offices, and that they had successfully performed both start-up operations as well as the day-to-day operations in working with clients. She introduced PMG's Niambi Jarvis, Shay Ponquinette and Valerie Point to share more about PMG's work at The Offices.

Ms. Jarvis shared that the mission of The Offices was to support the creation and growth of locally-owned business enterprises in the Southeast Community and stimulate the neighborhood economy through a first-class shared office facility and accessible business assistance resources and mentorship. Ms. Jarvis stated that the business model was based on creating a coworking community that encourages professional growth, success, networking, idea sharing, and talent development while serving as a resource to members and the community. She highlighted numerous aspects of the business model as offering a welcoming and warm environment, economical membership plans, partnerships to provide business supportive services, as well as mentorships and networking opportunities.

Ms. Jarvis shared about membership levels at The Offices and utilization of the space that included 68 members since inception and 25 current members. Ms. Jarvis shared that PMG provides numerous benefits to the members, such as promoting businesses through social media, Constant Contact emails, and access to a variety of resources such as webinars and workshops, and partnerships with local businesses and mentors.

Ms. Ponquinette informed the Board that in addition to managing the facility, PMG was also dedicated to providing business consulting and technical assistance to clients and to businesses and entrepreneurs in the community. She noted they worked closely with Priscilla Green and Tricia Wilson of the Development staff on the implementation of the

Virginia Statewide Business District Resurgence Grant to support small business growth and entrepreneurship in the broader Southeast Community of Newport News. She explained that 34 program participants were served, and of those, 30 participated in the business assessment and received a customized report. Ms. Ponquinette added that 22 program participants received technical assistance for business plans and 17 program participants received Micro Enterprise Grants totaling \$73,500.

Ms. Ponquinette shared member testimonials, which highlighted the impact felt by individuals, businesses and the community. Chair Hoege thanked Ms. Jarvis and Ms. Ponquinette for their presentation.

#### Rehabilitation of 2510 Jefferson Avenue

Mrs. Kingston advised the Board that she was pleased to share progress on the rehabilitation of 2510 Jefferson Avenue and reminded them that the building was directly adjacent to and attached to The Offices @ Two Five & J. She said that the EDA acquired 2510 Jefferson Avenue as part of an overall strategy to retain the character of some of the historic buildings along the lower Jefferson Avenue corridor. She shared that the acquisition was leveraged in the development of the Critical Community Improvement Plan for the Choice Neighborhood Initiative (CNI) work, and reminded the Board that \$4.5M of the \$30M CNI grant could be used for key neighborhood improvements. Mrs. Kingston stated that the rehabilitation of 2510 Jefferson Avenue was included as a Critical Community Improvement to be funded, in part, through CNI funds, recognizing the need for additional commercial space within the neighborhood, for supporting entrepreneurship, eliminating blight and preserving the character of the existing building.

Mrs. Kingston noted that during the past year, staff has been working with Work Program Architects (WPA) to complete the design for the rehabilitation. She said that the rehabilitation's goal is to save the building's façade, similar to what was done at The Offices @ Two Five & J, and that a new building will be constructed and tied into the existing façade. She noted that upon completion, the building would feature two first floor retail suites as well as two second floor office suites, adding that one of the first floor units has been designed as a coffee shop/café space. Mrs. Kingston stated that in total, the building would be approximately 3,200 square feet, and that in addition to the aesthetic improvement, the building will help provide additional commercial/retail space within the neighborhood.

Mrs. Kingston advised the Board that an invitation for bids was issued earlier in the summer and that bids were received in mid-July, with Provost Construction & Sons, LLC being the low bidder with a price of is \$2,384,041. Mrs. Kingston shared that the mixed set of funding sources being leveraged for this project were HUD CNI funds in the amount of \$1,316,460; DHCD IRF & PHCRF funds in the amount of \$500,000; and City CIP funds in the amount of \$567,581. Mr. Hoege asked if there were any questions. There were none.

Mr. Hoege introduced a Motion to authorize the award of the bid for the rehabilitation of 2510 Jefferson Avenue, in connection with the implementation of the Transformation Plan for the Marshall-Ridley Choice Neighborhood, to Provost Construction and Sons, LLC, consistent with the City's Office of Purchasing's procurement process and recommendation facilitated on behalf of the EDA, and funding in the amount of \$2,860,850, which includes contingency, subject to all necessary documentation being reviewed and approved by EDA Legal Counsel. Mr. Bell so moved and Ms. Gargiulo seconded the motion, which passed unanimously on a roll call vote.

#### Secretary/Treasurer's Report

Mrs. Kingston shared with the Board that each year our Summer Interns participate in the HRACRE Internship Program, adding that Both Han Vu and Lachlan James were part of the program's 38 interns participating from around Hampton Roads. She stated that each year, HRACRE awards 6 scholarships, and that our own Han Vu was ranked second and selected for a scholarship at HRACRE's Closing Program Luncheon. Mrs. Kingston shared that Ms. Vu follows in Jordan Wilson's footsteps, who also received a scholarship last year and is now a full-time Project Coordinator.

Mrs. Kingston advised the Board that Target Flavors, a full-service producer of flavoring for the food, beverage and pharmaceutical sectors, was expanding its Oakland Industrial Park operation. She added that Target Flavors was founded in 1981 and headquartered in Brookfield, Connecticut, further adding that Target Flavors opened its Newport News location at 251 Enterprise Drive in 2014. She stated that since its founding, Target Flavors has enjoyed steady growth in a very competitive market, and that this growth has continued with production doubling since 2018, driving the company's plans to invest over \$1 million in an additional 10,000 SF of production space.

Mrs. Kingston noted that the EDA entered into an ERCR Agreement with Target Flavors in May 2017 with the standard ERCR Grant equal to 50% of the company's net new taxes for six years beginning in 2019 and culminating in 2024, and that due to the expansion, staff

recommends amending the ERCR Grant Period for an additional three years through 2027. She said she would seek a motion at the end of her report to authorize an Amendment to the ERCR Enterprise Zone Incentive Agreement.

Mrs. Kingston stated that the EDA had recently purchased the former UPS properties at 11008 Warwick Boulevard and 89 Nelson Drive, and that with ownership comes maintenance. She said that proposals were solicited from professional landscaping companies to ensure the properties' exteriors remain in excellent shape. She said that proposals were evaluated by City and EDA staff, and that Alliance Lawn Care, LLC's bid of \$34,300 was deemed to be the most responsive. She shared that the proposed contract with Alliance Lawn Care, LLC, has an initial term commencing August 1, 2023, through June 30, 2024, and provides for four additional one-year renewals, at the discretion of the EDA. Mrs. Kingston said she would seek a motion at the end of her report to authorize the contract.

Mrs. Kingston reminded the Board of a discussion held during the previous month's meeting regarding the release from the U.S. Economic Development Administration (U.S. EDA) of a Notice of Funding Opportunity for Phase 1 of a Regional Technology and Innovation Hubs Program or "EDA Tech Hubs." She stated that the Program's vision was to strengthen U.S. economic and national security through place-based investments in geographically diverse regions across the country. Mrs. Kingston announced that Newport News was a lead partner in a consortium applying for the program, adding that Huntington Ingalls Industries Newport News Shipbuilding, Eagle Technologies, Jefferson Lab and Virginia Tech Corporate Research Center were also core partners for Newport News activities. She stated that the application deadline was August 15<sup>th</sup>, and that staff submitted a Letter of Commitment from Mayor Jones, and were working to secure additional Letters of Commitment from various private sector partners. Mrs. Kingston added that staff was meeting weekly with consortium partners to coordinate, edit and finalize the application submission.

Mrs. Kingston said she was pleased to report that on Tuesday, July 25<sup>th</sup>, she was part of a group focused on Workforce Development welcoming to Brooks Crossing Innovation + Opportunity Center (BCIOC) Virginia's Secretary of Commerce and Trade, Carren Merrick. She informed the Board that Ms. Merrick, formerly a successful entrepreneur who co-founded an enterprise software company called webMethods, grew it from zero to \$200m, and led it to the most successful software IPO in history at offering. Mrs. Kingston stated that Ms. Merrick was touring the state, spending quality time with districts who are doing great things in workforce development.

She shared that while at BCIOC, Ms. Merrick met with representatives of Newport News Shipbuilding, Virginia Community College, City of Newport News, Old Dominion University, and several other partners to tour the facility and learn about the workforce initiatives taking place at BCIOC and in the region as a whole. She said that Ms. Merrick enjoyed a tour of both the Opportunity side and the Innovation side and interacted with a group of middle school students who were participating in a field trip – learning how to use computer-aided design, 3D printing and laser engraving. She stated that Ms. Merrick was very impressed with the facility and most importantly with the consortia of partners who had come together there to provide instruction and guidance for citizens of varying ages in their educational and career pursuits.

Mrs. Kingston advised the Board that on August 2<sup>nd</sup>, Derek Perry provided a presentation to the Virginia Peninsula Rotary on the exciting redevelopment initiatives occurring in Downtown Newport News. She stated that he was able to share about the recent private sector investment in new housing opportunities and how public investment was being leveraged in tandem to build interest and momentum. Mrs. Kingston expressed excitement to share that staff were always appreciative of the opportunity to share our work with civic groups and to put the many individual projects we are advancing Downtown into a broader perspective.

Mrs. Kingston stated that the Monthly Financial Statements were in Board Members' packages and noted a few highlights. She asked if there were any questions. There were none.

Mrs. Kingston offered Mr. Archer the opportunity to provide comments. Mr. Archer shared that he was pleased to be present for the EDA/IDA Board Meeting, and shared his positive outlook based on the dialogue during the meeting.

Mr. Hoega introduced a Motion to authorize an Amendment to that certain Expansion/Relocation Cost Reduction (ERCR) Enterprise Zone Incentive Agreement dated May 18, 2017, by and between the EDA and Target Flavors, Inc. a Delaware Corporation, extending the grant period by three years, in connection with Target Flavors expansion at its operation at 251 Enterprise Drive in Oakland Industrial Park, subject to review and approval by EDA Legal Counsel. Mr. Bell so moved and Ms. Gargiulo seconded the motion, which passed unanimously on a roll call vote.

Mr. Hoege introduced a Motion to authorize a contract with Alliance Lawn Care, LLC for landscaping services at 11008 Warwick Boulevard & 89 Nelson Drive, consistent with the City's Purchasing Procurement process and recommendation on behalf of the EDA, and funding in an amount not to exceed \$42,000, which includes a small contingency. Mr. Bell so moved and Ms. Williams seconded the motion, which passed unanimously on a roll call vote.

#### Assistant Secretary's Report

Mr. Hoege asked for the Assistant Secretary's Report. Ms. Robison advised the Board that the Committee Meeting Schedule was in their packages and noted relevant details.

#### Madison Government Affairs' Consultant Report

Mr. Hoege 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 10:10 a.m. Mr. Bell 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 are two proposed property dispositions in the northern 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 are two unannounced prospective businesses interested in locating in the northern section of the City.

At 10:19 a.m., the EDA/IDA Board returned to open session following a certification motion by Mr. Bell, 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.

Action(s) Coming Out of Closed Session

There were no actions coming out of closed session.

Committee Reports

Mr. Hoege called for the Committee Reports. Mr. Bell presented the Design Review Committee report, which passed unanimously on a roll call vote. Ms. Williams presented the Executive Committee report, which passed unanimously on a roll call vote. Ms. Gargiulo presented the Marketing Committee report, which did not require Board ratification. Ms. Johnson presented the Revolving Loan Fund Committee report, which passed unanimously on a roll call vote. Mr. Skinner presented the South Newport News Committee report, which did not require Board ratification.

Approval of Minutes of the Regular Meeting of July 7, 2023

Mr. Hoege asked for approval of the Minutes of the Regular Meeting of July 7, 2023. Mr. Bell so moved and Ms. Williams seconded the motion, which passed unanimously on a roll call vote.

Unfinished Business

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

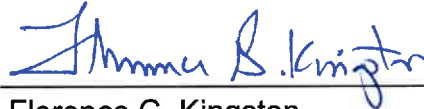
New Business

Mr. Hoege asked for any new business. Mrs. Kingston shared a bittersweet announcement, that at the end of August, Sam Workman would be retiring after nearly 20 years of outstanding service to the City of Newport News and to the Department of Development. She stated that Mr. Workman's dedication and leadership within the department have been invaluable and instrumental to its success and stature as an economic development organization. Mrs. Kingston acknowledged her personal appreciation for the value that Mr. Workman provided to her, as well as the broader team during his time with the City. She thanked him for his hard work and commitment, and asked if he would like to share any comments or thoughts. Mr. Workman thanked Mrs. Kingston and the Board for their support and for contributing to a very rewarding career. He acknowledged the outstanding Development staff and collaborations that have been



instrumental in our economic development achievements and the success of the City. Mr. Workman wished everyone well in their future endeavors.

There being no further business to come before the Board, Mr. Hoege adjourned the meeting at 10:34 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:** August 4, 2023

The Design Review Committee met on July 20<sup>th</sup>. The Committee considered a request by the Economic Development Authority of the City of Newport News, Virginia (EDA) for approval of a site layout, landscape plan, lighting plan, digital product samples and renderings for proposed outdoor event space at 880 Tech Center Parkway, which will be known as the Tech Center Drillfield. Upon review, the Committee voted 4-0 to recommend approval of the request, subject to all applicable City codes and regulations, with the three EDA Board Members abstaining, as well as one citizen member whose firm was involved in the design of the project.

This Report requires Board ratification.

  
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Alonzo Bell, Jr.

ACB:jrl

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Date, Time and Location: July 20, 2023, at 8 a.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Alonzo Bell, Jr., Faye Gargiulo, Jameka Johnson, Carl Briner, Robert Mann, Bryan Trainum, Sylvia Weinstein, Beth Willis

Members Absent: Thomas Herbert, Teresa Nettles



**ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY**

**TO:** Board of Directors  
**FROM:** Chair, Executive Committee  
**SUBJECT:** Chair's Report  
**DATE:** August 4, 2023

The Executive Committee met on July 13<sup>th</sup>. The Committee was reminded that the EDA Board, at its last meeting, agreed to pursue lease negotiations with K23 Catering, LLC for the vacant restaurant space the EDA subleases in Fountain Plaza Two, and that the EDA Board had delegated authority for the approval of a sub, sublease between EDA and K23 Catering, LLC to the Executive Committee to allow the lease to be executed as soon as possible. K23 Catering's owner, Kyle Fowlkes, plans to open a full-service restaurant modeled and named after his well-known Saté Catering Food Truck.

The Committee was briefed on the terms of the lease and informed that the EDA would not be responsible for any tenant improvements. The Chair presented a Motion to authorize a sub, sublease by and between the EDA and K23 Catering, LLC for approximately 4,442 square feet of restaurant space in City Center's Fountain Plaza Two at 694 Town Center Drive, with an initial two-year term at a rate of \$9.00 per square foot, and two renewal options through June 30, 2027, at rates of \$10.00 per square foot and \$10.50 per square foot respectively, subject to review and approval of all documentation by EDA Legal Counsel. The motion was seconded and approved unanimously on a roll call vote.

Under Unfinished Business, the Committee was informed that the City's Bond Sale had occurred the previous day, and that the City Manager and Budget Director were very pleased, as the rate came in at approximately 3.428%, which was better than the rate projected by the bond consultant.

Executive Committee Chair's Report  
August 4, 2023  
Page 2

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



Cathy T. Williams

CTW:jer

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Date, Time and Location: July 13, 2023, at 12:00 pm at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Alonzo Bell, Howard Hoega, Jonathan Skinner, Cathy Williams

Members Absent: None

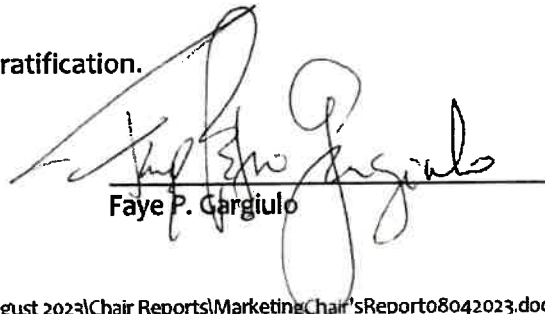


ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors  
FROM: Chair, Marketing Committee  
SUBJECT: Chair's Report  
DATE: August 4, 2023

The Marketing Committee met on July 20<sup>th</sup>. Tiffany Reaves of Fourteen40 Marketing demonstrated the redesigned EDA website. Committee members commented favorably regarding the design, functionality and how far the committee's work has progressed over the years with each subsequent redesign of the site.

This Report does not require Board ratification.



Faye P. Gargiulo

FPG:mb

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Date, Time and Location: July 20, 2023 at 10:30 a.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Faye Gargiulo

Members Absent: R.C. Miller, Cathy Williams, Don Blankenship, Gary Hunter, Dan Powell



**ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY**

**TO:** Board of Directors  
**FROM:** Chair, Revolving Loan Fund Committee  
**SUBJECT:** Chair's Report  
**DATE:** August 4, 2023

The Revolving Loan Fund Committee met on July 26<sup>th</sup>. Ms. Johnson and the Committee members congratulated Ms. Owens-Clark on the recently published article in the Oyster Pointer highlighting her successful business evolution.

Committee members were provided financial statements for the Newport News Capital Fund (NNCF) as of June 30, 2023. Staff shared that the NNCF needs to strive for more loan activity, while acknowledging the challenging interest rate market for loan candidates. Staff advised that one promising loan request was currently in process, and it was decided that more discussion on fund utilization would take place at the next Committee meeting. Additionally, staff informed the Committee that the USEDA is currently considering de-federalization of the NNCF, which if approved, would allow multiple regulatory requirements to be removed, including the minimum interest rate and private match stipulations for loans offered under the program.

Staff presented a Façade Improvement Grant (FIG) Program request:

- FIG request for \$20,000 from Richard F. Abbitt Investments LC to include an updated PVC corner panel, flat roof replacement and exterior painting at 10253 Warwick Blvd.

The FIG request was unanimously approved.

This Report requires Board ratification.

  
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Jameka R. Johnson

JRJ:tfw

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Date, Time and Location: July 26, 2023, at 12:30 p.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Jameka Johnson, Howard Hoeger, George Knight, John Lunsford and Sharon Owens-Clark

Members Absent: R.C. Miller



ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors  
FROM: Chair, South Newport News Committee  
SUBJECT: Chair's Report  
DATE: August 4, 2023

The South Newport News Committee met on July 11<sup>th</sup>. Committee members were offered the opportunity to participate in a tour of Chesapeake Bay Packing at the Seafood Industrial Park. Doreen Kopacz, Development's Port Development Administrator, graciously organized the tour and transportation. The committee was guided through the company's state-of-the-art facility and observed the equipment and processes which allow Chesapeake Bay Packing to be a premier processor and packer of high-quality frozen and fresh scallops.

The tour was conducted by Newport News native and Chesapeake Bay Packing Plant Manager, Darnell Hinton. Committee members got a first-hand look of the processes of packaging scallops from start to finish. The cutting-edge machines were running efficiently to sort, preserve and bag frozen scallops. Plant employees precisely sorted through fresh scallops before they were sealed in buckets and stored. Committee members learned about best practices used to ensure fresh scallop products for domestic and worldwide distribution.

The tour was both informative and educational. Everyone who participated in the tour thoroughly enjoyed the experience, and it was clear that Chesapeake Bay Packing is a valuable asset of Seafood Industrial Park and the City.

This report does not require Board ratification.



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Jonathan P. Skinner

JPS:dlt

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Date, Time and Location: July 11, 2023, 9:30 a.m. at Chesapeake Bay Packing

Members Present: Jonathan Skinner, Jameka Johnson, Richard Coleman, Troy Smith, Jr.

Members Absent: Cathy Williams, Carl Burt




ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors  
FROM: Chair, Design Review Committee  
SUBJECT: Chair's Report  
DATE: September 11, 2023

The Design Review Committee met on August 17<sup>th</sup>. The Committee considered a request by W.M. Jordan Development, LLC, on behalf of the Economic Development Authority of the City of Newport News, Virginia (EDA) and the City of Newport News, Virginia for approval of site plans, landscape plans, digital renderings and elevations of proposed internally-illuminated entrance and directional monument signs and sign plaza enhancements at 730 Oyster Point Road, 801 Tech Center Parkway, 401 Innovation Parkway, and 12005 Canon Boulevard, located in Jefferson Center for Research and Technology / Tech Center Research Park. Upon review, the Committee voted 4-0 to recommend approval of the request, subject to all applicable City codes and regulations, with the two EDA Board Members abstaining, as well as one citizen member whose firm was involved in the design of the project.

This Report requires Board ratification.

  
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Alonzo Bell, Jr.

ACB:jrl

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Date, Time and Location: August 17, 2023, at 8:00 a.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Alonzo Bell, Jr., Faye Gargiulo, Carl Briner, Thomas Herbert, Robert Mann, Teresa Nettles, Sylvia Weinstein

Members Absent: Jameka Johnson, Bryan Trainum, Beth Willis





ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors

FROM: Chair, Executive Committee

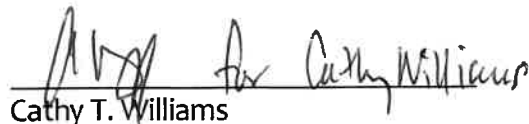
SUBJECT: Chair's Report

DATE: September 11, 2023

The Executive Committee met on August 28<sup>th</sup>. The Committee received an update on the progress of Virginia Peninsula Community College's (VPCC's) proposed Workforce Training Center project to be located in the Southeast Community at 520 21<sup>st</sup> Street and 2200 Terminal Avenue. The Committee was reminded that the EDA is serving as the development entity for the project which is envisioned to be an approximately 15,000 sf building for VPCC to establish the marine trades training and skills development programs. VPCC will be receiving Navy funding to support the project. Staff informed the Committee that a Request for Qualifications has been drafted for issuance in September to solicit proposals from design-build teams, and that a Memorandum of Understanding (MOU) between the EDA and VPCC was being developed to detail roles and responsibilities for the parties as well as outline the financing strategy for the project. Action on the MOU is being targeted for the EDA's October Board meeting.

The Committee was reminded that September is when City Council appoints EDA Board Members, and that Howard Hoegel's first term would expire on December 31<sup>st</sup> of this year. Committee members were provided with a list of eligible Board Bank applicants. Mr. Hoegel expressed his desire to continue on the Board for a second term, for which he is eligible, and the other Committee members indicated support for the reappointment of Mr. Hoegel.

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

  
Cathy T. Williams

CTW:jer

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Date, Time and Location: August 28, 2023, at 10:00 am at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Alonzo Bell, Howard Hoegel, Cathy Williams

Members Absent: Jonathan Skinner

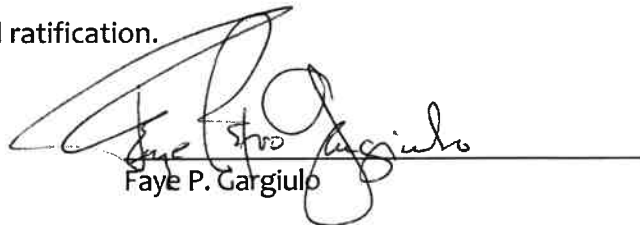


ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors  
FROM: Chair, Marketing Committee  
SUBJECT: Chair's Report  
DATE: September 11, 2023

The Marketing Committee met on August 17<sup>th</sup>. JB Crowley, Executive Director of Hilton Village Main Street, presented an overview of Hilton Village, the Main Street program and the intentional efforts to increase historic preservation, placemaking and economic development in the area. The information gave Committee members a better understanding of the driving forces behind the Main Street Program and its potential application in other historic area of Newport News.

This Report does not require Board ratification.



Faye P. Gargiulo

FPG:rnb

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Date, Time and Location: August 17, 2023 at 10:30 a.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Faye Gargiulo, R.C. Miller, Gary Hunter

Members Absent: Cathy Williams, Don Blankenship, Dan Powell



ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors  
FROM: Chair, Revolving Loan Fund Committee  
SUBJECT: Chair's Report  
DATE: September 11, 2023

The Revolving Loan Fund Committee met on August 23<sup>rd</sup>. Committee members were provided the Loan Compliance Status Report as of 6/30/2023, which reflected the NNCF is out of compliance with US EDA regulations, due to limited loan activity. Staff shared that defederalization of the NNCF is being pursued and should that be approved, this regulation would no longer apply. The Committee suggested to staff various marketing methods for the NNCF program, to include promotion of the program via local community and professional organizations.

Staff provided the Committee members with an update on the status of the Boathouse Live loan. Staff informed the Committee that a demand letter had been sent to the owner of Boathouse Live, with no response received by the deadline outlined in the letter. Attorney Steven Meade has been instructed to proceed with all legal remedies available to collect the outstanding debt.

Staff presented three (3) Façade Improvement Grant (FIG) Program requests and two (2) Modified Façade Improvement Grant (FIG) Program requests:

- FIG request for \$20,000 from Mark Turner Construction, LLC to include roofing, updated windows/doors, exterior lighting and exterior painting at 91 29<sup>th</sup> St.
- FIG request for \$17,783 from NHC Holdings LLC to include paving, updated windows/doors, exterior lighting and exterior painting at 12562 Warwick Blvd.
- Modified FIG request for \$9,895 from Nguyen Phuoc Tan & Lan Thi Le to include metal roof paneling, updated windows/doors and exterior painting at 2106 Jefferson Ave.

Revolving Loan Fund Committee Chair's Report

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- Modified FIG request for \$10,000 from John S. Kim & Hui Suk Kim to include removal and replacement of windows/doors at 2115 Jefferson Ave.
- FIG request for \$8,407 from John S. Kim & Hui Suk Kim to include removal and replacement of windows/doors at 2115 Jefferson Ave.

All FIG requests were unanimously approved.

This Report requires Board ratification.



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Jameka R. Johnson

JRJ:tfw

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Date, Time and Location: August 23, 2023, at 12:30 p.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Howard Hoega, R.C. Miller, George Knight, John Lunsford and Sharon Owens-Clark

Members Absent: Jameka Johnson