

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 March 1, 2024, in the EDA/IDA Board Room at 11820 Fountain Way, Suite 301, Newport News, Virginia.

Those members present were:

Howard H. Hoege III, Chair
Faye P. Gargiulo
Jameka R. Johnson
R.C. Miller
Jonathan P. Skinner
Cathy T. Williams
Florence G. Kingston, Secretary/Treasurer, ex-officio

Absent:

Alonzo R. Bell, Jr. (Excused)

Legal Counsel:

Raymond H. Suttle, Jr.

Staff:

Joy Robison, Assistant Secretary
Jessica Jacobs, Recording Secretary

Also present:

Shawn Avery, President and CEO, Hampton Roads Workforce Council
Steve Cook, Chief Innovation Officer, Hampton Roads Workforce Council
Ralph ("Bo") Clayton, Assistant City Manager
Bob Pealo, City Attorney
Larry Brunson, Director, Brooks Crossing Innovation + Opportunity Center

Call to Order

Mr. Hoege opened the meeting and welcomed everyone.

Hampton Roads Workforce Council Presentation

Mr. Hoege welcomed Sean Avery and Steve Cook to the podium. Mr. Avery explained that over the course of the past eight years, the workforce consortium in Hampton Roads had undergone numerous changes, including the consolidation of the Peninsula's and the South Hampton Roads' Workforce Councils into one regional entity. Mr. Avery stated that the Workforce Council is currently managing a variety of activities to grow and diversify the services they provide to develop the specific talent required by employers within Hampton Roads. He shared that the Workforce Council focuses on high demand, key industry training opportunities in maritime, manufacturing, healthcare and transportation, among others, and partners with localities, schools and higher educational institutions to further assist the business community. Mr. Avery highlighted the Workforce Council's 2023 Annual Report, which demonstrates a high-performance workforce system.

Mr. Avery shared that the Workforce Council assists the business community and job seekers at no cost and provides a comprehensive overview of the full range of programs, services and centers. He explained that the goal of the Hampton Roads Workforce Council is to provide career opportunities to residents of the Hampton Roads region as well to recruit talent from outside communities. He noted that Hampton Roads has the largest Workforce Council in the Commonwealth and receives 33% of the Workforce funds provided through the Department of Labor.

Mr. Cook shared that the Workforce Council has partnered with Mayor Jones and Mrs. Kingston on recent projects, such as participating in a delegation trip to Germany through the Hampton Roads Alliance. He said that the delegation was comprised of five mayors, three community college presidents, and several economic development and business partners, and that the purpose of the trip was to learn best practices from the German apprenticeship and education models and bring back great ideas for regional implementation.

Mr. Hoege thanked Mr. Avery and Mr. Cook for their presentation.

Hilton Village Main Street

Mrs. Kingston informed the Board that staff was coordinating with J.B. Crowley on ongoing work in Hilton Village and coordination with the Virginia Department of Housing Community Development (DHCD) on opportunities with DHCD's Mobilizing Main Street Program. She stated that Virginia Main Street (VMS) offered two technical assistance grants to Hilton Village Main Street (HVMS) through their participation in the Mobilizing Main Street program. She shared that one grant was to support the establishment of a new nonprofit in the amount of \$3,000 to cover the cost of legal services and filing fees, while the second grant in the amount of \$6,500 was allocated for development of a sustainable funding plan for the new organization. Mrs. Kingston added that the grant funding would support Hilton Village Main Street being established as a separate 501(c)3 through the State Corporation Commission and with the Internal Revenue Service.

Mrs. Kingston informed the Board that DHCD required a fiscal agent or "Grantee" for funds disbursement. She stated that because the HVMS entity is not yet established it cannot serve as Grantee. Mrs. Kingston shared that because the EDA Board is an active entity working with DHCD and its CAMS grant management portal, at the suggestion of DHCD, HVMS's leadership has requested that the EDA serve in that capacity. She shared that the Executive Committee was briefed during their February meeting and indicated its support for serving in this role.

Mrs. Kingston shared that staff met with DHCD and Ms. Crowley to talk through logistics and had developed a structure for the EDA to serve as grantee until the Hilton Village Main Street 501(c)(3) is established, and she described to the Board the mechanics of managing procurement, contracting, payment processing and grant reporting that had been agreed upon. She noted that the arrangements had already been discussed with the Historic Hilton Village, Inc.'s board, which was supportive. She said that three motions would be presented at the end of the discussion to formalize the agreed-upon procedures.

Mrs. Kingston added that HVMS was pursuing additional grant opportunities to include a Community Vitality Grant in the amount of \$15,000 and a Financial Feasibility Grant in the amount of \$25,000 to study the adaptive reuse and viability of specific buildings within the district boundaries. She stated that there was another potential funding opportunity for mobilizing communities to cover consulting fees for Small Area Planning grants in the amount of \$50,000. Mrs. Kingston shared that with this support from DHCD being leveraged to support Hilton Village, staff anticipates the EDA serving as grantee and fiscal agent for these similar opportunities until HVMS has become a 501(c)3 corporation.

Mrs. Kingston emphasized that she and staff see this as a positive role for the EDA to serve, supporting the establishment of the Hilton Village Main Street entity, and agreed that this is a good a platform for expanding the Board's activity and involvement in the Hilton area of the City.

Mr. Hoege introduced three Motions to authorize the following: 1) Execution of a Memorandum of Understanding between the EDA and the Virginia Department of Housing and Community Development, in connection with an awarded Virginia Main Street Technical Assistance Grant funding the formation of a 501(c)(3) organization serving the Hilton Village commercial district, subject to review and approval by EDA Legal Counsel; 2) Execution of a Memorandum of Understanding between the EDA and the Virginia Department of Housing and Community Development, in connection with an awarded Virginia Main Street Technical Assistance Grant funding resource and fund development planning for the to-be-established Hilton Village Main Street organization, subject to review and approval by EDA Legal Counsel; and 3) execution of a Memorandum of Understanding between the EDA and Historic Hilton Village, Inc., in connection with implementing awarded Virginia Main Street Technical Assistance Grants supporting the formation of the Hilton Village Main Street organization, subject to review and approval by EDA Legal Counsel. Ms. Gargiulo so moved and Ms. Johnson seconded the motions, which passed unanimously on a roll call vote.

Virginia Technical Academy Lease Amendment, 809 Omni Boulevard

Mrs. Kingston reminded the Board that the EDA currently leases 809 Omni Boulevard to Virginia Technical Academy (VTA), which offers trades training and credentialing in plumbing, electrical, HVAC, building and property maintenance, among other skilled trades. Mrs. Kingston said that VTA began leasing the property from the EDA in January 2020 and has been fully leveraging the property to support the training classes offered by the school. She reminded the Board that VTA recently received a SWaMmy award for efforts in adapting to COVID and continuing to make its programs accessible.

Mrs. Kingston stated that since opening in 2020, VTA has supported over 120 Newport News residents in credentialing and has assisted them in obtaining employment with salaries between \$18 and \$25 per hour. She stated that overall, VTA has had a total of 874 graduates. She informed the Board that VTA can currently accept students utilizing GI Bill funding and is working to become accredited through the Department of Education to be eligible to accept Pell Grant funding and similar funds, and that they are looking for opportunities to expand their accreditation.

Mrs. Kingston shared that Dave Gillespie, VTA's president, was also partnering with Saint Paul's College in Lawrenceville, Virginia to expand its training and replicate some of VTA's programming. She said that in Newport News, VTA has partnered with Four Oaks Day Service Center to connect clients with VTA's training programs. Mrs. Kingston noted that students who complete the programs have a 98% employment placement rate and that this is an example of a partnership that has allowed the EDA to influence positive workforce development outcomes.

Mrs. Kingston stated that VTA's original lease was for a 3-year term and has since shifted to a month-to-month lease. She reminded the Board that the original lease provided for rent credits to be given when VTA makes improvements and repairs to the building, adding that the current rental rate is \$10/SF for the 15,625 SF leased premises. Mrs. Kingston informed the Board that VTA has made considerable repairs to the property under this arrangement including significant roof repairs, HVAC repairs and replacements, upgraded electrical and lighting, and furnace replacements. She stated that this arrangement has worked out well with both the workforce training outcomes, but also with the repairs and renovations to a building that would have otherwise been EDA liabilities.

Mrs. Kingston shared that while plans for the City Center Expansion Area are still fluid, staff recommends extending the current lease with VTA for a 3-year renewal at the current rate of \$10/SF, with two 1-year extensions. She stated that should City Center Expansion Area plans materialize, a provision allowing termination of the lease with a 12-month notice would be included. Mrs. Kingston stated that in the interest of supporting continued job training and upskilling, staff also recommended inclusion of a provision that provides a rent credit equal to any scholarships provided to Newport News residents.

Mr. Hoege introduced a Motion to authorize execution of that certain Amendment to Deed of Lease between the EDA and Virginia Technical Academy, Inc., connected with Virginia Technical Academy's lease of 809 Omni Boulevard and providing for an additional three-year term, with two one-year renewals, subject to review and approval by EDA Legal Counsel. Ms. Johnson so moved and Ms. Gargiulo seconded the motion, which passed unanimously on a roll call vote.

Secretary/Treasurer's Report

Mrs. Kingston reminded the Board of the ongoing conversations between the City, Shipyard and Navy concerning quality of service, and that staff have been looking for opportunities for quick improvements while longer-term efforts are developed. She shared that one of the areas of discussion were opportunities for safety improvements such as lighting in key

areas, and that one area managed by the EDA was a City-owned parking lot at 3200 Warwick Boulevard with 90 leased spaces to Newport News Shipbuilding. She said that the existing pole lights, which are original to the parking lot's construction over 30 years ago, do not provide adequate coverage or a safe environment for the Shipyard and Navy personnel who utilize the lot. Mrs. Kingston stated that to upgrade the lot's lighting, the City's Purchasing staff recommended AAA Electrical Contracting, Inc., under an existing City contract. She shared that the work included removing the existing light poles and foundations and installing new foundations, poles and lights, at a cost not-to-exceed \$40,000, which included a small contingency, to be funded from the Parking Fund's Operating Budget. She said she would seek a Motion to authorize a contract with AAA Electrical Contracting, Inc., to upgrade the site lighting at the end of her report.

Mrs. Kingston stated that her staff noticed that there are recurring water intrusion issues with the IDA-owned Apprentice School parking garage at 150 33rd Street which, if left unaddressed, would eventually cause structural issues. She said that staff obtained a scope of work from Richmond Primoid, Inc., to cut out existing urethane sealants and replace all the sealant on the top parking deck at the expansion joints, concrete perimeter joints, vertical joints at columns and exterior façade joints. Mrs. Kingston shared that this work would be funded from the Parking Fund's Operating Budget at a cost not-to-exceed \$78,000, which includes a small contingency. Mrs. Kingston stated that recognizing the importance of completing these repairs quickly, she would seek a Motion at the end of her report to authorize a contract with Richmond Primoid, Inc., to provide waterproofing and concrete repairs.

Mrs. Kingston informed the Board that the City's Department of Engineering Environmental Services division conducted inspections of private Stormwater Management Facilities, also known as stormwater ponds, within the City. She stated that one such facility exists at 89 Nelson Drive (former UPS), which the Board purchased in July 2023. Mrs. Kingston announced that following acquisition of the property, EDA staff coordinated with Engineering in the assessment of the stormwater facility at 89 Nelson Drive and have determined the need to remove some of the vegetation and install new aquatic plants to restore full function to the facility and be in full compliance with the applicable environmental regulations. She said that to complete this work and to get the stormwater facility under a maintenance contract, staff has coordinated with the City's Purchasing Office to obtain a proposal from Solitude Lake Management, which provides these services for other City-owned stormwater facilities. Mrs. Kingston informed the Board that the cost for the repair of the stormwater management facility and yearly maintenance fee is \$65,000, which includes a contingency, and that she would seek a Motion to authorize the contract at the end of her report.

Mrs. Kingston reminded the Board that the City, EDA and Continental, now Vitesco, have had a long-standing positive relationship. She stated that for 50 years, Continental has been an important and outstanding Newport News corporate citizen, contributing significantly to the employment base, tax base, and community. Mrs. Kingston further reminded the Board that in 2019 Continental notified staff of plans for a phased shutdown of its Newport News facility and its production of gasoline-related automotive products, following a shift in investment decisions by the company to diversify away from combustion engines. She said that since that announcement, staff had coordinated closely with Vitesco on its plans, as well as monitoring its active ERCR agreement with the EDA. Mrs. Kingston stated that because it was a phased shutdown, until very recently Vitesco still had significant capital investment and jobs qualifying it for the ERCR incentive.

Mrs. Kingston explained that the ERCR agreement provided for the return of a portion of the net new taxes generated by the project. She said that the return of these taxes consisted of initial grants and supplemental grants, with the supplemental grants including retention requirements, as well as penalties if the capital investment and new jobs were not maintained. She said that recognizing that based on the shutdown schedule there would be penalties and repayment due to the EDA, the EDA and Vitesco coordinated the escrow incentive payments earned by the company for the EDA to review. She said that at closeout, any penalty would be retained before making the final closeout payment to the company. Mrs. Kingston noted that with the plant closure being finalized as of December 31, 2023, staff worked to get the remaining reports from the company and to close out the incentive agreement, including final calculation of the retention penalty due, which was \$616,888.05. She stated that the strategy worked as planned and the EDA retained that penalty before processing the remaining funds back to the company. Mrs. Kingston said that staff was appreciative of the value Continental/Vitesco provided to Newport News, and looked forward to doing what is necessary to encourage productive reuse of Vitesco's facility to support economic development within the City.

Mrs. Kingston shared that over the past year, the City has been encouraging the installation of artistic murals and that the staff has recently worked with the Contemporary Arts Network (CAN) to install a number of murals across the City. She shared that staff has received inquiries as to whether the Façade Improvement Grant could be used to fund murals. Mrs. Kingston said that while the program allows for exterior painting, there is no language in the guidelines specific to murals. She said that in order to encourage the development of more murals Citywide, with the Board's concurrence staff would like to clarify the FIG Program Guidelines to specifically identify murals as an eligible activity through the program. Ms. Johnson asked if applicants would be required to submit a draft of their desired mural with the application and Mrs. Kingston responded that yes, the

applicants would be required to submit a draft. Ms. Garguilo and Mr. Hoege shared concerns regarding the approval of and concurrence of what is considered art. Mrs. Kingston stated that staff felt as though the Façade Improvement Grant was a good vehicle for the installation of murals, as all applications are reviewed by Development, Codes and Planning and there are guidelines in place to deter inappropriate improvements. With these assurances, the Board members expressed their concurrence.

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

Mrs. Kingston offered Assistant City Manager Bo Clayton the opportunity to provide comments. Mr. Clayton informed the Board that Mayor Jones' inaugural State of the City would be held Tuesday, March 5th at the Freeman Center Field House, located on the Christopher Newport University campus.

Mr. Clayton stated that the Capital Improvement Plan would be presented to City Council during the March 12th meeting, and that the budget would be presented on March 26th. Mr. Clayton informed the Board that WVEC Channel 13 had aired the feature segment regarding the Bloomberg-Harvard Initiative and Downtown revitalization initiatives that included him and Mrs. Kingston. He also informed the Board that he, along with Chair Hoege, Vice-Chair Williams and Mr. Perry would be travelling to New York for a multi-day Bloomberg-Harvard Initiative workshop, which he reminded the Board was focused on Downtown revitalization. Mr. Clayton said he was excited that the Navy was discussing making significant financial investments in downtown Newport News to provide a greater quality of life for sailors at the Shipyard, and that more information on that would be forthcoming.

Ms. Williams congratulated Mr. Clayton and Mrs. Kingston on their WVEC Channel 13 interviews for showcasing the City's and Board's efforts to revitalize the Downtown.

Mr. Hoege introduced a Motion to authorize a contract with AAA Electrical Contracting, Inc., to upgrade the site lighting at 3200 Warwick Boulevard, and funding in an amount not to exceed \$40,000, subject to review and approval of all documentation by EDA Legal Counsel. Mr. Miller so moved and Ms. Williams seconded the motion, which passed unanimously on a roll call vote.

Mr. Hoege introduced a Motion to authorize a contract between the IDA and Richmond Primoid, Inc., to provide application of a waterproofing system and concrete repair at the Apprentice School Parking Garage, and funding in an amount not to exceed \$78,000, subject to review and approval by IDA Legal Counsel. Mr. Miller so moved and Ms. Johnson seconded the motion, which passed unanimously on a roll call vote.

Mr. Hoege introduced a Motion to authorize a contract with Solitude Lake Management, connected with the repair and maintenance of the storm water management feature located at 89 Nelson Drive, and funding in an amount not to exceed \$65,000, which includes a contingency, subject to review and approval of all documentation by EDA Legal Counsel. Mr. Miller so moved and Ms. Johnson 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 Board members had any comments or questions, and there were none.

At 10:07 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), Prospective Business (5), and Investment of Public Funds (6) 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 southern 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 existing business interested in locating in the central section of the City and an unannounced existing business interested in expanding in the southern section of the City; and, (6) Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected, the subject of which is a negotiation taking

place for the southern section of the City. Ms. Gargiulo seconded the motion which passed unanimously on a roll call vote.

At 11:05 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. Ms. Johnson seconded the motion which passed 5-0-1 on a roll call vote, with Ms. Williams abstaining.

Action(s) Coming Out of Closed Session

There were no motions coming out of closed session.

VPCC Workforce Training Center

Mrs. Kingston shared that following the February Board meeting, W.M. Jordan hosted a three-day design workshop that included participation from the entire design/build team, VPCC administration, facilities and workforce development representatives, and Development and Planning representatives. Mrs. Kingston stated that these sessions were tremendously beneficial to VPCC helping refine their true program needs and better understanding how their desired functions can be efficiently planned within the space, which will be approximately 16,000 SF.

Mrs. Kingston shared that staff was also able to obtain and relay input from the Planning Department on the building elevations and site configuration, and that the collaborative input resulted in several positive adjustments that will benefit the project and all stakeholders. Mrs. Kingston said that in parallel with this work, staff reviewed the proposed contract with WMJ which uses a standard design/build form (ConsensusDocs 410). She stated that the cost structure is such that it will be the cost of design and construction, plus a fee, with a Guaranteed Maximum Price (GMP). Mrs. Kingston announced that in the negotiations, WMJ agreed to a 6% fee, adding that staff worked to integrate the typical performance standards included with City construction projects, including levels for liquidated damages and performance bonding. She said the contract will include a shared savings split between the EDA (75%) and WMJ (25%), as well as a 5% retainage requirement.

Mrs. Kingston informed the Board that W.M. Jordan has maintained its commitment to a 50% SWaM participation goal, with a 20% goal for minority-owned firms. She stated that at this stage, W.M. Jordan is optimistic that the project can be completed below the available budget, but refinement of the 30% plans will provide opportunity to add surety and make adjustments as needed.

Mrs. Kingston shared that WMJ and RRMM have proposed a fee of \$193,900 to prepare 30% design documents. She stated that staff reviewed the proposal and felt that it was consistent with the cost of 30%-level design on other projects. Mrs. Kingston told the Board that everyone continued to be satisfied with the team and with the approach, adding that through both the design workshop and contract negotiations W.M. Jordan has continued to be a good partner.

Mr. Hoege asked if there were any questions, and there were none. Mr. Hoege introduced a Motion to approve a design-build contract with W.M. Jordan, in connection with the VPCC Workforce Training Center Project, and a first addendum to the design-build contract authorizing release of design for 30% construction documents, and funding in the amount of \$230,000, which includes contingency, subject to review and approval of all documentation by EDA Legal Counsel. Ms. Gargiulo so moved and Ms. Johnson seconded the motion, which passed unanimously on a roll call vote.

Former Greek Orthodox Church Revitalization

Mr. Perry described the recent planning efforts downtown including a Superblock Charrette and the development of the Downtown Reimagined Plan. Those resulted in a vision for Downtown Newport News that includes enhancements to major public corridors, preservation and celebration of existing historic and significant buildings, maximizing both visual and physical connections to/from the waterfront, preservation and enhancement of waterfront open space and connections, and establishing welcoming gateways along 26th and 28th Streets.

He explained that the private sector has led the establishment of a historic district for Downtown and that several projects were completed and underway, such as Walker Place Apartments, The Coile apartments, Coastal Fermentory, and Benny's Pizza. Mr. Perry said that additionally, the City and partners are investing over \$11 million to complement the private sector investment in Downtown with projects such as the James River Strand, CNI Phase III Housing, public art, landscaping and public events.

Mr. Perry reminded the Board that Newport News was awarded a \$90,000 Industrial Revitalization Fund Planning Grant by the Department of Housing and Community Development for analysis of the reuse of the EDA-owned Greek Orthodox Church on West Avenue. He stated that the work included site analysis, public engagement, building analysis, a market study and development of a programming concept and visualization images, which he shared with the Board. He noted that the building and environmental analyses showed the existence of lead-based paint and asbestos, but that in general the building is in good shape and could be an excellent dining/entertainment venue, adding to the growing activity occurring Downtown.

Mr. Perry stated that the market study and conceptual designs would form the basis of an upcoming request for proposals to find a developer/operator to transform it into an immersive sunset destination with a unique dining experience and an outdoor terrace space that capitalizes on the building's waterfront location.

Committee Reports

Mr. Hoege called for the Committee Reports. Ms. Williams presented the Executive Committee report, which passed unanimously on a roll call vote. Ms. Johnson presented the Revolving Loan Fund Committee report, which passed unanimously on a roll call vote.

Approval of Minutes of the Regular Meeting of February 2, 2024

Mr. Hoege asked for approval of the Minutes of the Regular Meeting of February 2, 2024. Mr. Skinner so moved and Ms. Johnson seconded the motion, which passed unanimously on a roll call vote.


Unfinished Business

Mr. Hoege asked for any unfinished business. Mrs. Kingston shared that the EDA had received a permit from the Army Corps of Engineers for the dredging that is required for the dock work in the Seafood Industrial Park. She emphasized the good timing of this news as staff has submitted a grant request to the Virginia Port Authority for additional funding through its Aid to Local Ports program.

New Business

Mr. Hoege asked for any new business, and there was none.

There being no further business to come before the Board, Mr. Hoege adjourned the meeting at 11:29 a.m.



Florence G. Kingston
Secretary/Treasurer



**ECONOMIC DEVELOPMENT AUTHORITY
INDUSTRIAL DEVELOPMENT AUTHORITY**

TO: Board of Directors
FROM: Chair, Executive Committee
SUBJECT: Chair's Report
DATE: March 1, 2024

The Executive Committee met on February 14th. The Committee received an update on the Virginia Peninsula Community College (VPCC) Workforce Training Center project following the EDA Board's selection of the W.M. Jordan/RRMM design-build team at its February meeting. Development and Planning staff along with VPCC administration, facilities and workforce development representatives participated in a three-day design workshop led by the design-build team. The workshop allowed the stakeholders to refine how the program needs and desired functions can be accommodated within the approximately 16,000-square-foot building and provided the design-build team with the basis for developing 30% plans. The Committee was asked to approve a proposal for critical geotechnical evaluation of the site at a cost not to exceed \$30,000, which was unanimously approved.

The Committee was informed that the Virginia Department of Housing and Community Development's (DHCD) Virginia Main Street (VMS) program has offered Hilton Village Main Street (HVMS) two Technical Assistance Grants: one in the amount of \$3,000 to support its establishment as a nonprofit; and another in the amount of \$6,500 for development of a sustainable funding plan for the new organization. The funding will support HVMS's establishment as a 501(c)3 through the State Corporation Commission and the Internal Revenue Service. Because the entity is not yet formed, HVMS and DHCD have asked that the EDA serve as fiscal agent and grantee until the HVMS entity is created. Staff emphasized that this role would provide a good platform for expanding the EDA's activity and involvement in Hilton Village, and the Committee was in favor of establishing this role.

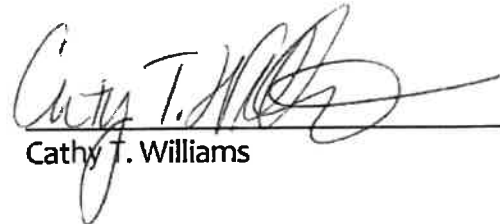
Executive Committee Chair's Report

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Staff briefed the Committee on recent discussions with Fernandez Fisheries, a successful tenant of the Seafood Industrial Park Parcel 1, and how to support the company in the construction of a needed warehouse building to store equipment used for its fishing operations. Retaining Fernandez is advantageous to the Seafood Industrial Park, and staff has proposed that the EDA lease Parcel 1 from the City, construct the required warehouse and appurtenant site improvements and sublease it back to Fernandez. This solution also complements the adjacent Seafood Market site which is one of the future CNI projects. The Committee agreed in general with the plan with the knowledge that the details are still being coordinated with the City Attorney's office.

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: February 14, 2024, at 11:00 am 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, Revolving Loan Fund Committee
SUBJECT: Chair's Report
DATE: March 1, 2024

The Revolving Loan Fund Committee met on February 28th.

Staff presented a loan request through the Newport News Micro Loan Program in the amount of \$25,000 from Bird Girl Bottle Shop Inc. The loan is to assist with the purchase of furniture, fixtures, equipment and working capital for a startup retail establishment serving primarily craft beer, wine and pizza, located at 100 Hopkins Street in Historic Hilton Village. After a general discussion, the Committee voted unanimously to approve the loan on the terms and conditions recommended by staff. Per the established program description, the Committee has the authority to provide final approval for loans through this program.

Staff presented one (1) Modified Façade Improvement Grant (MFIG) Program request and two (2) Façade Improvement Grant (FIG) Program requests.

- Modified FIG request for \$10,000 from World Fuel Services to include filling in broken windows, roof replacement and exterior painting and finishing at 407 Jefferson Avenue.
- FIG request for \$9,594 from World Fuel Services to include filling in broken windows, roof replacement and exterior painting and finishing at 407 Jefferson Avenue.
- FIG request for \$20,000 from Noah Company to include repaving, resealing and landscaping improvements at 12484 Warwick Boulevard Unit A.

Revolving Loan Fund Committee Chair's Report
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All FIG requests were unanimously approved.

This Report requires Board ratification.



Alonzo C. Bell, Jr.

ACB:tfw

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Date, Time and Location: February 28, 2024, at 12:30 p.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Alonzo Bell, Jameka Johnson, R.C. Miller, George Knight and John Lunsford

Members Absent: Sharon Owens-Clark