

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 October 4, 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  
R.C. Miller  
Jonathan P. Skinner  
Cathy T. Williams  
Florence G. Kingston, Secretary/Treasurer, ex-officio

Absent:

Alonzo R. Bell, Jr.  
Jameka R. Johnson

Legal Counsel:

Raymond H. Suttle, Jr.

Staff

Joy Robison, Assistant Secretary  
Jessica Jacobs, Recording Secretary

Also present:

Lysandra Shaw, Executive Director, Newport News Redevelopment and Housing  
Authority  
Ralph "Bo" Clayton, Assistant City Manager  
Bob Pealo, City Attorney  
Mike Doucette, Vice President, Support Services at Riverside Health System  
Virginia Lovell, Director, Finance  
Larry Bruson, Director, Brooks Crossing & Innovation Center

### Call to Order

Mr. Hoege opened the meeting and welcomed everyone. He thanked the Board and City staff for participating in the joint City Council/EDA Board Retreat on October 3<sup>rd</sup>.

### Newport News Redevelopment and Housing Authority Update

Mrs. Kingston said she was pleased to introduce Lysandra Shaw, the new Executive Director of Newport News Redevelopment and Housing Authority following the recent retirement of Karen Wilds.

Ms. Shaw greeted the Board and shared that she has spent over 20 years in housing and has served numerous localities, with a focus on housing transformation. Ms. Shaw provided an overview and update on the implementation of CNI projects in the Southeast Community, also known as the Marshall-Ridley Neighborhood Transformation Plan, reporting on the completion of Phases I and II comprised of the Lift & Rise, an 81-unit project on Jefferson Avenue. She shared that Phases III and IV are the multi-family Legacy Landing development at 16<sup>th</sup> Street, which are nearing completion and include 155 one-, two-, and three-bedroom units expected to be available in January 2025. She further informed the Board that Phase V in Downtown, located at 28<sup>th</sup> Street and Washington Avenue, is expected to begin construction in summer 2025.

Ms. Shaw shared that the CNI program relies heavily on community engagement, which is promoted through the Citizen Advisory Committee (CAC). She highlighted that Southeast Community residents and the CAC helped to name the new residential developments and actively participated throughout the process. Ms. Williams asked Ms. Shaw about the affordability of the townhomes and rental units. Ms. Shaw shared that there is a mixture of housing affordability models, consisting of replacement units of the previously demolished housing, market rate units, and affordable/income restricted units.

Ms. Shaw briefed the Board on the Critical Community Improvements plan (CCI), highlighting the residential façade program, noting that homeowners within the program's geography are eligible for up to \$20,000 for exterior improvements. She further noted that there is a restriction of maintaining residency for five years after receiving the funding. She stated that the program area is from 39<sup>th</sup> street to the waterfront between Jefferson Avenue and Marshall Avenue. Ms. Shaw shared that this program fosters pride for the residents in their homes, which then extends to greater community pride.

Mr. Miller asked about housing supply in the City and how much an impact this new housing would have. Ms. Shaw informed the Board that Newport News is currently finalizing a housing study which would address that question. Mrs. Kingston noted that the housing study findings would be presented by the consultant to City Council the following week before being made public, noting that Mr. Skinner had served on the housing study committee. Mr. Skinner shared his concern and interest in the current state of the City's housing market. Board members agreed it would be beneficial to read the study once released, thoughtfully develop questions and invite Ms. Shaw back to discuss it.

Chair Hoege thanked Ms. Shaw for her informative presentation and agreed that having her back at a later date to further discuss housing needs in the City would be helpful to the EDA Board.

#### Secretary/Treasurer's Report

Mrs. Kingston informed the Board that staff has continued to coordinate with Virginia Peninsula Community College (VPCC) and W.M. Jordan on the VPCC Workforce Development Center. She reminded the Board that the project consists of 16,000 square feet of sophisticated trade shops with multiple welding booths, including a submarine hull mock-up, so that students can be immersed in actual conditions to prepare for maritime construction. Mrs. Kingston noted that the building will have classrooms, office space and ancillary space for welding gases and other specialized equipment. She shared that in mid-September, staff received an updated guaranteed maximum price (GMP) of \$7.8M based on the 65% Design. She stated that staff would be working closely with VPCC and W.M. Jordan over the next 30 days to refine the budget and to confirm funding sources ahead of seeking authorization for the construction contract. Mrs. Kingston said that in order to continue progress on the design, she would be requesting approval to move forward from 65% design to 100% design, at a cost of \$300,000 which would be shared with VPCC, at the end of her report.

Mrs. Kingston reminded that Board that under a Memorandum of Agreement (MOA) signed in 2020, the EDA has provided the Hampton Roads Workforce Council two private offices at the Brooks Crossing Innovation & Opportunity Center (BCIOC), as well as access to shared space and office amenities, for the operation of a Financial Opportunity Center (FOC). She stated that the FOC program was made possible with funding assistance from the Urban League of Hampton Roads, and that the Workforce Council paid \$515 a month, or \$6,180 annually. Mrs. Kingston said that while that program has now concluded, the Workforce Council has a strong interest in continuing to dedicate personnel to BCIOC to support existing workforce programs, as well as provide emerging Workforce Innovation and

Opportunity Act (WIOA) programs. She stated that importantly, the Workforce Council is committed to military and shipbuilding-related workforce training, such as the Regional Maritime Training System, which continues to evolve and grow.

Mrs. Kingston shared that staff has worked with the Workforce Council to create a new MOA to reflect this use of the space, under which the Workforce Council would continue paying \$515 per month through June 30, 2026. She announced that the partnership with the Workforce Council is an important one as staff continues to expand and enhance service delivery out of BCIOC, and that she would be seeking a motion at the end of her report to authorize the new MOU.

Mrs. Kingston shared that TRC Companies is currently preparing the site due diligence items required to rezone the 145-acre Carleton Advanced Manufacturing Site from R-9 mixed-use to M-1 industrial use. She stated that the rezoning would significantly boost the marketability of the Carleton Site and elevate the location from Tier 2 to Tier 3 site readiness status, which will also make the site eligible for future VBRSP grant awards. Mrs. Kingston said that to complete the rezoning application, Newport News Department of Engineering is requesting a full traffic impact analysis for the proposed use and conceptual plan for the property. She noted that this is beyond the initial contracted scope of work for TRC but is necessary in order to proceed with Planning Commission and City Council rezoning approval. Mrs. Kingston shared that at the end of her report, she would request a motion to authorize execution of a modification to TRC's scope of services as well as additional funding.

Mrs. Kingston said she was pleased to share that Innovated Machine & Tool Co., Inc., a precision sheet metal manufacturer, is once again expanding. She shared that originally established in 1986 by Dwight Bryant in Gloucester as a tool and die maker, the company also now provides casing, enclosures, and panels for electronics companies and data centers. Mrs. Kingston informed the Board that in 1994, Innovated expanded to a 10,000 SF building in Newport News which furthered its growth and in 2001, the company leased a 60,000 SF building at 250 Pickett's Line in Oakland Industrial Park. She highlighted that by 2007, Innovated's continued growth fueled its purchase of that building. She said that daily operations of the family-owned business are managed by Mr. Bryant's daughter, Marti, adding that she is leading the company's estimated \$8 million expansion to add 30,000 SF to the company's facility. She announced that, in conjunction with the physical expansion, Innovated aims to hire another 20-25 employees, and that based on its investment and hiring plans, Innovated is eligible for the Enterprise Zone Expansion/Relocation Cost Reduction Incentive Grant (ERCR). Mrs. Kingston said that staff is preparing an ERCR

Agreement for Innovated and will schedule action by EDA, ideally before the end of the year.

Mrs. Kingston said she was pleased to share that the City is recognizing Minority Enterprise Development (MED) Week 2024 during the week of October 21<sup>st</sup> to 25<sup>th</sup>. She said that MED Week is a national observance that celebrates the success of minority-owned businesses and recognizes their significant role in strengthening the economy. Mrs. Kingston said that during this week, which is designed to highlight, celebrate and strengthen our minority business enterprise ecosystem, will be filled with free events open to the public. She said that the Department of Purchasing's SWAM Business Services division is spearheading MED week and has partnered with outside resources to sponsor activities/events during the week including doing business with the City, business marketing, SWAM certification and business financing options, highlighting that the week will culminate with a vendor and supplier trade show on Friday, October 25<sup>th</sup> and encouraged Board members to attend.

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 make comments. Mr. Clayton thanked the Board for their engagement during the joint City Council/EDA retreat of the previous day. He said that City Council members provided positive feedback and agreed that the retreat was beneficial. Mr. Clayton additionally thanked Mr. Hoege for moderating the session.

Mr. Hoege introduced a Motion to authorize execution of a Contract Amendment with W.M. Jordan/RRMM Design Build to complete 100% design for the VPCC Workforce Development Center, and funding in an amount not to exceed \$300,000, which includes a small contingency, subject to review and approval by EDA Legal Counsel. Ms. Gargiulo so moved and Ms. Williams seconded the motion, which passed 4-0-1 on a roll call vote, with Mr. Miller abstaining. Mr. Miller explained his abstention reminding the Board that he serves on VPCC's Board of Directors.

Mr. Hoege introduced a Motion to authorize execution of a Memorandum of Agreement (MOA) between the EDA and the Hampton Roads Workforce Council to continue its current use of office space at the Brooks Crossing Innovation & Opportunity Center for the administration of direct workforce services, at a rent rate of \$515 per month through June 30, 2026, subject to review and approval by EDA Legal Counsel. Ms. Williams so moved and Ms. Gargiulo seconded the motion, which passed unanimously on a roll call vote.

Mr. Hoege introduced a Motion to authorize execution of a Modification to the Scope of Services with TRC Companies to complete a Carleton Site Traffic Impact Analysis, and funding in an amount not to exceed \$55,000, which includes a small contingency, subject to review and approval by EDA Legal Counsel. Ms. Williams so moved and Mr. Miller 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 9:50 a.m. Mr. Miller 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), 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 acquisition in the southern section of the City, and two proposed property dispositions 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 a prospective businesses' interest in the central section of the City, a prospective businesses' interest in the southern section of the City, and an existing business' unannounced expansion in the southern section of the City. Mr. Skinner seconded the motion which passed unanimously on a roll call vote.

At 10:35 a.m., the EDA/IDA Board returned to open session following a certification motion by Mr. Miller, 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. Skinner seconded the motion which passed unanimously on a roll call vote.

Action(s) Coming Out of Closed Session

Mr. Hoege introduced a Motion to authorize a Purchase and Sale Agreement between the EDA and Riverside Hospital, Inc., connected with the strategic acquisition of 10500 Jefferson Avenue and 10530 Jefferson Avenue at an agreed-upon purchase price of \$3,800,000, subject to the review and approval of all documentation by EDA Legal Counsel. Mr. Miller so moved and Ms. Williams seconded the motion, which passed 4-0-1 on a roll call vote, with Ms. Gargiulo abstaining. Ms. Gargiulo noted the reason for her abstention as her previous employment relationship with Riverside Health System.

Mr. Hoege introduced a Motion to Authorize a Lease Agreement between the EDA and Riverside Hospital, Inc., connected with the lease of the approximately 106,000 square foot building at 11008 Warwick Boulevard for an initial ten-year term, with three, five-year renewals, at a rental rent of \$10.50 per square foot in the initial term, with a 3% escalation in each of the renewal terms, subject to review and approval of all documentation by EDA Legal Counsel. Ms. Williams so moved and Mr. Miller seconded the motion, which passed 4-0-1 on a roll call vote, Ms. Gargiulo abstaining.

Committee Reports

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

Approval of Minutes of the Regular Meeting of September 6, 2024

Mr. Hoege asked for approval of the Minutes of the Regular Meeting of September 6, 2024. Ms. Gargiulo so moved and Mr. Miller seconded the motion, which passed unanimously on a roll call vote.

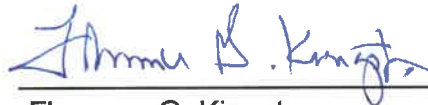
Unfinished Business

Mr. Hoege asked if there was any unfinished business, and there was none.

New Business

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

There being no further business to come before the Board, Mr. Hoege adjourned the meeting at 10:45 a.m.



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Florence G. Kingston  
Secretary/Treasurer





**ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY**

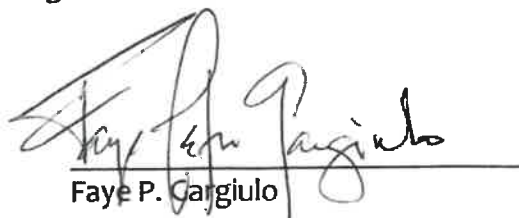
**TO:** Board of Directors  
**FROM:** Chair, Design Review Committee  
**SUBJECT:** Chair's Report  
**DATE:** October 4, 2024

The Design Review Committee met on September 19<sup>th</sup>. The Committee considered a request by Cardinal Sign Corporation, on behalf of Saladworks, for approval of an elevation depicting a proposed illuminated, building-mounted sign at 701 Mariners Row, Suite 110 in City Center at Oyster Point. The Committee voted to recommend approval of the request, subject to all applicable City codes and regulations.

The Committee considered a request from Certified Origins for approval of a sign package depicting a proposed monument sign and directional signs at 230 Pickett's Line in Oakland Industrial Park. The Committee voted to recommend approval of the request, subject to all applicable City codes and regulations.

Lastly, the Committee considered a request by Spain Commercial and ACTS, on behalf of Innovated Machine & Tool, for approval of a digital rendering and Class I Site Plan for a proposed building expansion at 250 Pickett's Line in Oakland Industrial Park. The Committee voted to recommend approval of the request, subject to all applicable City codes and regulations.

This Report requires Board ratification.



Faye P. Gargiulo

FPG:brt

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Date, Time, and Location: September 19, 2024, at 8:00 a.m. at 11820 Fountain Way, Suite 301, Newport News, VA 23606

Members Present: Faye P. Gargiulo, Alonzo Bell, Jr., Thomas P. Herbert, Robert D. Mann, Teresa Nettles, Bryan Trainum, Sylvia S. Weinstein Craft, Elizabeth W. Willis

Members Absent: Cathy T. Williams



ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors  
FROM: Chair, Executive Committee  
SUBJECT: Chair's Report  
DATE: October 4, 2024

The Executive Committee met on September 17<sup>th</sup>. The Committee was informed that the Hampton Roads Chapter of the Association for Uncrewed Vehicle Systems International (AUVSI) would be hosting its Annual Expo on October 2<sup>nd</sup> and 3<sup>rd</sup> at the Newport News Marriott. The two-day event will bring together industry leaders, policymakers and innovators to explore the future of urban and regional air transportation, and staff will be promoting development opportunities at Air Commerce Park.

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: September 17, 2024, at 12:00 pm at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Jameka Johnson, Jonathan Skinner, Cathy Williams

Members Absent: Howard Hoegge



ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors  
FROM: Chair, Marketing Committee  
SUBJECT: Chair's Report  
DATE: October 4, 2024

The Marketing Committee met on September 19<sup>th</sup>. Dr. Michele Mitchell, Superintendent of Newport News Public Schools, gave a comprehensive and insightful presentation regarding the award-winning school system and its proactive programs to ensure that students are college, career and citizen-ready.

This report does not require Board ratification.



R.C. Miller

RCM:mb

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Date, Time and Location: September 19, 2024 at 10:30 a.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: R.C. Miller, Faye Gargiulo, JB Crowley, Tyler Neese

Members Absent: Jonathan Skinner, Ryan Sparks



ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors  
FROM: Chair, Revolving Loan Fund Committee  
SUBJECT: Chair's Report  
DATE: October 4, 2024

The Revolving Loan Fund Committee met on September 25<sup>th</sup>. Mr. Turner provided the Committee with historical information about FIG program utilization. He shared that since 2012, \$4.4 million in grant funds have been committed/expended to improve Newport News commercial structures throughout the City.

Mr. Turner also informed the Committee that he had completed a review of the contractors engaged in recent FIG-funded work. Over the past 2 years, approximately 41% of the FIG funds committed have benefited contractors based in Newport News, with Newport News' contractors receiving the largest proportion of funding compared to 12 other localities.

Staff presented one (1) Façade Improvement Grant (FIG) Program request:

- FIG request for \$20,000 from 712 J Clyde, LLC to include a new front façade, asphalt repairs and exterior lighting improvements at 712 J Clyde Morris Blvd.

The FIG request was unanimously approved.

This Report requires Board ratification.

  
Alonzo R. Bell, Jr.

ARB:tfw

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Date, Time and Location: September 25, 2024, at 12:30p.m. at 11820 Fountain Way, Suite 301, Newport News, VA

Members Present: Alonzo Bell, John Lunsford, George Knight and Sharon Owens-Clark

Members Absent: Jameka Johnson and R.C. Miller



**ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY**

**TO:** Board of Directors

**FROM:** Chair, South Newport News Committee

**SUBJECT:** Chair's Report

**DATE:** October 4, 2024

On October 1<sup>st</sup>, the South Newport News Committee convened for a tour of the Legacy Landing Apartments and Townhomes, located at 1515 Ivy Avenue. This development is a key element of the Choice Neighborhood Initiative and part of the on-site redevelopment.

The tour was led by Mr. Blane Friedel, Lead Superintendent of Breeden Construction, the company responsible for building Legacy Landing in coordination with Pennrose and Newport News Redevelopment and Housing Authority. The project includes a mix of 155 affordable and market-rate apartments. During the visit, Mr. Friedel provided a comprehensive overview of the 1-, 2-, & 3-bedroom apartments and townhomes, all designed with modern amenities. Each unit features stainless steel appliances, granite countertops, dishwashers, open floor plans, and access to green spaces and playgrounds.

Mr. Friedel noted that Breeden Construction is awaiting approval of revised drainage plans for the development, with plan approval and completion of additional stormwater improvements needed before a certificate of occupancy can be issued for the buildings.

Members expressed interest in learning more about the pre-application process and requirements for residency in the units, as well as details about some of the different design features. The tour was detailed and informative, and Committee members were impressed by the quality of the apartment units and the positive impact Legacy Landing will have on the neighborhood.

  
for Jameka R. Johnson

JRJ:dlt

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Date, Time and Location: October 1, 2024, 4:00 pm Legacy Landing

Members Present: Jameka Johnson, Carl Burt

Members Absent: Alonzo Bell, Jr., Howard Hoega, III, Richard Coleman, Troy Smith, Jr.



ECONOMIC DEVELOPMENT AUTHORITY  
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors

FROM: Chair, Design Review Committee

SUBJECT: Chair's Report

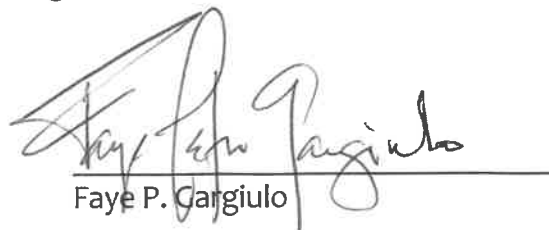
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This Report requires Board ratification.



Faye P. Gargiulo

FPG:brt

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Members Absent: Cathy T. Williams