

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

Ms. Williams called the meeting to order at 9:00 a.m. on October 3, 2025, in the EDA/IDA Board Room at 11820 Fountain Way, Suite 300, Newport News, Virginia.

Those members present were:

Cathy T. Williams, Chair
Xavier Beale
Daniel L. Chenoweth
Nicole R. Guajardo, Ph.D.
R.C. Miller
Jonathan P. Skinner, Vice Chair
Alan Archer, City Manager, ex-officio
Florence G. Kingston, Secretary/Treasurer, ex-officio

Absent:

Faye P. Gargiulo (Excused)

Legal Counsel:

Raymond H. Suttle, Jr.

Staff

Joy Robison, Assistant Secretary
Jessica Jacobs, Recording Secretary

Also present:

James "Jim" Brigham, Chief of Staff, Mayor's Office
Bob Pealo, City Attorney
Adriana Jimenez, Assistant City Attorney
Jody Saunders, Director of Communications
Jerri Wilson, Intergovernmental Affairs Manager

Call to Order

Ms. Williams opened the meeting and welcomed everyone.

Ms. Williams thanked the EDA/IDA Board, Development staff and Communications staff for their phenomenal effort and execution of the Newport News EDGE Summit, noting the excellent feedback she received from attendees. Mr. Miller echoed Ms. Williams' sentiments, further acknowledging the positive feedback regarding the event and the three tours. Mr. Beale acknowledged the high energy event as an excellent opportunity showcasing the uniqueness of Newport News. He stated that the event gave Kari Wilkinson, President of the Newport News Shipbuilding division, a refined appreciation for the assets within Newport News and expressed optimism that EDGE Summit attendees had the same experience. Mr. Chenoweth stated that he was very proud of the event and noted that the individual breakout sessions were also excellent.

Mrs. Kingston thanked the Board for their feedback and agreed that the event was successful.

Huntington Ingalls Industries Parking Agreement Amendment

Mrs. Kingston provided a reminder that in 2023, the Board authorized execution of a Parking License Agreement with 2800 Washington Avenue NN LLC, a subsidiary of The Monument Companies, for the dedication of up to 70 parking spaces in the EDA-owned parking garage at 2900 Washington Avenue for use by residents of Shipyard Flats. She noted that Shipyard Flats is the name of the apartment project developed by Monument as an adaptive reuse of 2800 Washington Avenue, which the EDA sold to Monument in 2023. Mrs. Kingston said that Shipyard Flats began leasing apartments in September and that they have requested 35 of the 70 spaces be made available starting November 1st.

Mrs. Kingston shared that currently, all the parking spaces in the 2900 Washington Avenue garage are leased to Huntington Ingalls Industries (HII) for its employees and Navy customers, therefore a reduction to the space count assigned in the Parking Agreement with HII will be necessary to accommodate Monument. She stated that in order to ensure the parking spaces are made available, HII was informed of the upcoming reduction several months ago, with notice recently provided to vacate 35 parking spaces by November 1st. Mrs. Kingston informed the Board that both entities are paying the same rate of \$35 per space, monthly.

Mrs. Kingston stated that as the apartment leasing continues to progress, Monument will ultimately need the remaining 35 spaces available to them in the garage, and at that time another notice will be provided by the EDA to HII to vacate the requested number of spaces. She shared that Monument's Parking License Agreement allows for any adjustment in the number of dedicated parking spaces upon mutual agreement of both parties. Mrs. Kingston informed the Board that as staff continue to manage parking obligations Downtown and in-time delivery of parking, while managing existing contracts, we may include similar language in a subsequent amendment with HII, as this same parking will also be impacted by the future Downtown housing phase for CNI.

Ms. Williams asked if there were any questions, and there were none.

Ms. Williams introduced a Motion to authorize execution of an Amendment to the Parking Agreement by and between the EDA and Huntington Ingalls Incorporated, to reduce the number of available parking spaces from 612 to 577 in the EDA-owned parking garage at 2900 Washington Avenue, subject to review and approval by EDA Legal Counsel. Mr. Skinner so moved and Mr. Chenoweth seconded the motion which passed 5-0-1 on a roll call vote, with Mr. Beale abstaining as he is employed by HII.

Secretary/Treasurer's Report

Mrs. Kingston said staff has been working with Human Resources over the past few weeks to fill several vacant positions in the Department, noting that there will be new staff members to introduce at the November meeting. She shared that she is most excited when promotions come from within, and congratulated Brittany Thompson on her promotion to the Economic Development Manager for Project and Capital Improvement Plan Coordination. Mrs. Kingston informed the Board that Ms. Thompson holds a master's degree in public administration from ODU and a bachelor's from UVA. She additionally noted that Ms. Thompson has over 10 years of community development experience, including the last two with the City of Newport News, where she has capably and impressively demonstrated a real talent for managing projects involving inter-governmental and community stakeholders including the Seafood Market at SIP and Virginia Peninsula Community College's Newport News Trades Center.

Mrs. Kingston said that she was excited to say that all survived the inaugural Newport News EDGE Summit, and that with over 200 registered guests, multiple presenters, and three tours with information and site visits, she was pleased to claim it to be a success! She thanked the Mayor, City Manager, and EDA Chair Williams for their support and guidance and gave emphatic kudos to city staff, especially the Development team, Jody

Saunders and her Communications team, as well as the EDA/IDA marketing partner, Fourteen40 Marketing.

Mrs. Kingston shared that she traveled to the International Economic Development Council (IEDC) conference in Chicago to receive the 2025 Excellence in Economic Development Awards awarded to Newport News and Hampton. She said the cities jointly won the Gold recognition in the "Regional or Cross-Border Partnership" category for their collaboration on Liebherr Mining Equipment Co.'s expansion. She said that she and staff were surprised to learn that the project was also nominated for a "Best In Class" award and despite not winning that acknowledgement, the peer recognition was good for our two cities.

Mrs. Kingston stated that on September 17th, Newport News Development staff members attended the Fall Virginia Economic Developers Association (VEDA) Conference in Harrisonburg. She shared that the conference, themed "Connecting the Art and Science of Economic Development," featured sessions on topics including using artificial intelligence in the workplace and emerging economic development trends. Mrs. Kingston noted that conference activities also included tours of Historic Downtown Harrisonburg, highlighting downtown revitalization efforts and the adaptive reuse of historic buildings. She said she was honored to participate in the closing panel alongside fellow Cardinals and emerging leaders, where panelists shared perspectives on the intersection of art and science in economic development. Mrs. Kingston highlighted that the conference provided a valuable professional development experience for the Development team and offered meaningful opportunities to connect with regional economic development colleagues.

Mrs. Kingston reported that the Hampton Roads chapter of Autonomous Uncrewed Vehicle Systems International (AUVSI) held their 2025 Advanced Air Mobility (AAM) Expo on September 24th to 25th at the Newport News Marriott. She shared that this event brought together industry leaders from across the Mid-Atlantic region and showcased the future of AAM, which includes all types of crewed and uncrewed systems, as well as the associated infrastructure requirements and workforce development. Mrs. Kingston said that she and Tom O'Grady attended the AAM Expo in addition to the Hampton Roads Alliance and aerospace/aviation partners at USI, adding that there were several very informative keynote speakers and numerous panel discussions. She shared that Chris Morello and the Newport News/Williamsburg Airport staff set up a display table to engage attendees with exhibits focused on Air Commerce Park at Patrick Henry Field (PHF), noting that the collective goal is to strengthen these aerospace industries, support innovation and entrepreneurship, drive economic growth, and ultimately attract new investment into our City.

Mrs. Kingston asked the Board to hold their calendars for October 23rd at 10:00 a.m., explaining that the Monument Companies will celebrate the completion of its historic renovation of Downtown's 2800 Washington Avenue, called Shipyard Flats. She noted the newly rehabilitated property offers 87 market-rate apartment units. Mrs. Kingston reminded the Board that Monument responded to and won the EDA's Request for Proposals for the property's reuse and redevelopment.

Mrs. Kingston announced that staff has been very active in the past month with a number of marketing missions and community and business outreach events:

- Development staff assisted the Newport News Sustainable Cities Team with the Jobs, Finances and Getting Ahead Community Brainstorm Session on Saturday, September 13th at Brooks Crossing Opportunity Center. The four-hour event had a steady stream of participants, and valuable information was shared with and by the community.
- Development staff assisted with the Imagine Newport News Tour hosted by Councilman John Eley and Councilwoman Tina Vick on September 16th. There were two different trolley routes that covered distinct locations in the South District. One route focused on the Downtown and lower Jefferson Avenue Corridor while the second trolley covered Greater Hilton Village and central Jefferson Avenue Corridor. The tours concluded at the Main Street Library and participants were invited to share their feedback.
- On September 17th, Development staff assisted with the grand opening and ribbon cutting ceremony for CenterWell Senior Primary Care located at 3001 Jefferson Avenue in the Brooks Crossing Shopping Center. CenterWell is a network of primary care centers operated by Humana and designed specifically for adults aged 65 and older. The model provides personalized, holistic healthcare with an emphasis on preventive care, addressing physical, social, and emotional wellness.
- On Saturday, September 27th, Development staff assisted with the grand opening and ribbon cutting ceremony for the Hampton Roads Pickleball Club (HRPC) located at 14346 Warwick Boulevard, Suite 354B in the DW Shopping Center. The veteran-owned indoor pickleball facility offers eight indoor courts for open play, lessons, and events for all skill levels.

Mrs. Kingston reported that the IDA received a request to waive its right of repurchase in connection with the sale of property located at 230 Pickett's Line within Oakland Industrial Park. She said that the 15-acre property is being sold by current owner, Certified Origins, Inc., to 230 Pickett's Line LLC for a purchase price of \$20 million, noting that Certified Origins will continue operations within the facility. Mrs. Kingston stated that after receiving

the concurrence of Chair Williams, the request to waive the IDA's right of repurchase for the property was approved.

Mrs. Kingston said that the Monthly Financial Statements were in Board Members' packages, noted a few details and offered to answer any questions. Mrs. Williams thanked Mrs. Kingston for her report and asked if there were any questions. There were none.

Mrs. Kingston shared that the Active Projects/Partnerships and Incentive Agreements Tracking sheets were in Board Members' packages. She said that after the last Board meeting, staff got together to address some of the comments and observations the Board expressed regarding the Active Projects/Partnerships Tracking sheet. Mrs. Kingston stated that, in order to address the scale of projects, staff added a new column entitled "Project Size" and will quantify it in the most appropriate manner. She said that to address accomplishments, we added a new column entitled "Milestones Completed," and to address next steps, staff made changes to the "Status" column to reflect either an "Update" or "Next Step(s)." Mrs. Williams thanked Mrs. Kingston for her report and asked if there were any questions. There were none.

Mr. Archer shared his excitement for the success of the Newport News EDGE Summit, which highlighted the City in numerous ways. He said it was a pleasure to collaborate with Chair Williams and Mayor Jones, and congratulated Ms. Williams and Mrs. Kingston for facilitating a wonderful event.

Mr. Archer addressed the government shutdown and informed the Board that the City is prepared to weather a 30- to 45-day window before being too concerned about impacts on local social service programs. He expressed optimism in that Virginia Social Services is working with localities to provide funding through the month of October.

Assistant Secretary's Report

Ms. Williams 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 Associates' Consultant Report

Ms. Williams advised the Board that the Madison Government Associates Report was in written format and asked if Board members had any comments or questions. There were none.

Closed Session

At 10:02 a.m., Mr. Chenoweth moved for the Authority to go into a closed meeting pursuant to VA Code Section §2.2-3711.A: Prospective Business (5) for the following purposes and subjects: (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 business considering a location in the northern section of the City. Ms. Skinner seconded the motion which passed unanimously on a roll call vote. At 10:29 a.m., the EDA/IDA Board returned to open session following a certification motion by Mr. Skinner, in accordance with VA Code Section §2.2-3712(D) that to the best of each member's knowledge: (D) (i) only public business matters lawfully exempted from open meeting requirements under this chapter; and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Mr. Chenoweth seconded the motion which passed unanimously on a roll call vote.

Action(s) Coming Out of Closed Session

There was no action coming out of Closed Session.

Committee Reports

Ms. Williams called for the Committee Reports. Dr. Guajardo 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.

Approval of Minutes of the Regular Meeting of September 5, 2025

Ms. Williams asked for approval of the Minutes of the Regular Meeting of September 5, 2025. Mr. Skinner so moved, and Mr. Chenoweth seconded the motion which passed unanimously on a roll call vote.

Unfinished Business

Mr. Archer invited the Board to attend the street naming for former Mayor McKinley Price later during the day at 29th Street and Orcutt Avenue. He said that this honor highlights

Mayor Price's work and passion for the betterment of not just Newport News, but specifically the Southeast Community.

Mr. Archer additionally invited the Board to attend the first of two citizen engagement sessions for the new strategic plan on November 1st at the Denbigh Community Center.

New Business

Mrs. Kingston announced with mixed emotions the impending retirement of Mallory Butler at the end of October. She said that Ms. Butler has been a valued member of the Newport News Development team for the past eight years, serving initially as Senior Economic Analyst and most recently as Economic Development Manager.

Mrs. Kingston shared that during her tenure, Ms. Butler played a critical role in major projects that strengthened the City's economy, including the recent expansions of Liebherr and Canon, the recruitment of Certified Origins, and her active management and administration of Newport News' Enterprise Zones and the benefits that those and our other incentive programs afford to our business community. She noted that Ms. Butler's career has created a lasting legacy shaped by her more than 37 years of service in economic development in Hampton Roads. Mrs. Kingston informed the Board that Ms. Butler's past roles serving the Cities of Chesapeake and Portsmouth, and Forward Hampton Roads, the predecessor to the Hampton Roads Alliance, Ms. Butler has had the opportunity to influence growth, revitalization and new investment across the Hampton Roads region.

Mrs. Kingston said that Ms. Butler has certainly been a significant contributor to economic development in Newport News and that her entire career has been defined by professionalism, dedication, and a commitment to advancing both the Hampton Roads region, as well as the broader economic development profession. She stated that Ms. Butler will be deeply missed as a colleague and a friend, and thanked Ms. Butler for the contributions she has made to the City and our Development organization, in addition to wishing her well in her well-deserved retirement.

Ms. Butler thanked Mrs. Kingston and the Board for their support and for contributing to a very rewarding career. She acknowledged the outstanding Development staff and collaborations that have been instrumental in our economic development achievements and the success of the City. Ms. Butler wished everyone well in their future endeavors.

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



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 3, 2025

The Design Review Committee met on September 23rd to consider a request by BL Companies, on behalf of Costco, for approval of a Class I Site Plan for the proposed construction of a new Costco warehouse and fuel station at 12500 Jefferson Avenue in the Patrick Henry CommerCenter. The submission also included three waiver requests to the *Protective Covenants and Conditions*.

The first waiver request addressed setback requirements. The proposed construction does not fully comply with the City's side and rear yard setback requirements, as well as the front yard setback along Bland Boulevard. Because the property is a corner lot, both the Jefferson Avenue and Bland Boulevard frontages are considered front yards. The Committee recommended approval of this waiver, noting that the siting as designed is consistent with M-1 zoning requirements. Additionally, the side yard setback encroachment is minimal, and the rear yard setback is needed for underground water meter pits and a circulation driveway.

The second waiver request concerned parking, loading, and storage areas. The fuel station design includes a transformer and emergency generator visible from Bland Boulevard. The Committee recommended approval of this waiver because the equipment will be screened with fencing and because Costco standards require the site layout as designed to ensure smooth circulation to and from the fuel station

Design Review Committee Chair's Report
October 3, 2025
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without disrupting overall site traffic. The development will also include loading docks facing Jefferson Avenue. The Committee recommended approval of this feature since the docks are significantly set back, approximately 390 feet from the right-of-way, and would be screened by a 50-foot landscaped buffer.

The third waiver request related to parking lot lighting. The applicant proposed light poles exceeding the maximum permitted height. The Committee recommended approval of the waiver request as the proposed lighting poles and fixtures are to Costco standards to provide for even lighting distribution onsite and avoids hot spots and dark spots, while also meeting City requirements for light levels and trespasses. The Committee voted to recommend approval of the submission and waivers, subject to all applicable City codes and regulations.

The Committee also reviewed a request by MG2, on behalf of Costco, for approval of a sign package for the proposed warehouse and fuel station at 12500 Jefferson Avenue in the Patrick Henry CommerCenter. This submission included a waiver request for multiple identification signs for both facilities. The Committee recommended approval of the package, recognizing Costco standards and the need for multiple signs for a facility of this scale, subject to all applicable City codes and regulations.

This Report requires Board ratification.


Nicole R. Guajardo

NRG:brt

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Date, Time, and Location: September 23, 2025, at 8:00 a.m. at 11820 Fountain Way, Suite 300, Newport News, VA 23606

Members Present: Nicole R. Guajardo, Daniel Chenoweth, Thomas P. Herbert, Teresa Nettles, Bryan Trainum, Robert D. Mann, George Schraudt

Members Absent: Xavier Beale, Sylvia S. Weinstein Craft, Elizabeth W. Willis



ECONOMIC DEVELOPMENT AUTHORITY
INDUSTRIAL DEVELOPMENT AUTHORITY

TO: Board of Directors
FROM: Chair, Executive Committee
SUBJECT: Chair's Report
DATE: October 3, 2025

The Executive Committee met on September 23rd. Ms. Kingston introduced Tiffany Reaves, CEO of Fourteen40 Marketing, who was present to discuss with the Committee theme options for the design and development of the EDA/IDA's 2025 Annual Report. Ms. Reaves outlined the timeline and milestones for developing the Annual Report over the next few months with the goal of presenting the final product to City Council at its first February meeting and explained that the first order of business is to select an overarching theme.

After much discussion of the four themes presented, the Committee agreed that the 2025 report should be structured around the theme of "Curate, Collaborate and Create." Ms. Reaves thanked the Committee for its valuable input ahead of work commencing on the draft report.

Staff discussed with the Committee proposed policy revisions for The Offices @ Two Five & J, following an analysis of the coworking facility's policies and current pricing model by TruPoint Solutions, the new management entity for the facility. Staff reminded the Committee that the goal and mission of the facility is to provide accessible office space supporting entrepreneurship within the neighborhood.

The Committee reviewed comparative data which showed The Offices' pricing for private offices and dedicated desks as lower than competitors in the region and that hot desks and virtual office memberships are in line with market rates.

Executive Committee Chair's Report

October 3, 2025

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TruPoint has proposed some adjustments, such as increasing the daily hot desk rate and private offices rate and decreasing the monthly hot desk rate to better align with market standards, while still promoting affordability. Additionally, the Committee discussed modifications to the policy to apply the two-year limit only to private offices, as the shared office spaces function more similarly to dedicated desks.

The Committee also discussed the possibility of creating additional private office spaces due to the high demand for private offices, in contrast with the low utilization of hot desks. An alternate floor plan for the second floor, which was envisioned during the initial building design, could be implemented to add three new private offices. This expansion would cater to the preference for private offices among current members and new members. The Committee was in favor of further evaluation of the cost and viability in creating the additional offices, in addition to staff pursuing the updated policy and pricing changes for future presentation and approval.

Finally, addressing comments from the most recent Board meeting, staff presented changes to the Active Projects/Partnerships Tracking sheet, including a new "Project Size" column to quantify projects, a "Milestones Completed" column for accomplishments, and additions to the "Status" column to reflect either an update or next steps. The committee agreed that the proposed changes added value to the information.

This report does not require Board ratification.


Jonathan Skinner

JS:jer

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Date, Time and Location: September 23, 2025, at 12:00 pm at 11820 Fountain Way, Suite 300, Newport News, VA

Members Present: Faye Gargiulo, R.C. Miller, 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: October 3, 2025

The Marketing Committee met on September 18th. Desiree McDaniel, Tourism Manager for the City's Department of Communications, gave an overview of the City's recent tourism outreach initiatives. She also reviewed the newly redesigned tourism website and efforts to promote Newport News as a destination for "Culture, Cuisine and Coastal Beauty."

This report does not require Board ratification.



RC Miller

RCM:rnb

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Date, Time and Location: September 18, 2025 at 11:30 a.m. at 11820 Fountain Way, Suite 300, Newport News, VA

Members Present: RC Miller, Nicole Guajardo, JB Crowley, Tyler Neese

Members Absent: Faye Gargiulo, Ryan Sparks