

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 January 9, 2026, in the EDA/IDA Board Room at 11820 Fountain Way, Suite 300, Newport News, Virginia.

Those members present were:

Cathy T. Williams, Chair
R.C. Miller, Vice Chair
Xavier Beale
Daniel L. Chenoweth
Faye P. Gargiulo
Nicole R. Guajardo, Ph.D.
George "Hank" Hankins
Alan K. Archer, City Manager, ex-officio
Florence G. Kingston, Secretary/Treasurer, ex-officio

Absent:

None

Legal Counsel:

Raymond H. Suttle, Jr.

Staff

Joy Robison, Assistant Secretary

Also present:

Dr. Terri Best, Chair, Newport News School Board
Dr. Michele Mitchell, Superintendent, Newport News Public Schools
Dr. Kip Rogers, Chief Academic Officer, Newport News Public Schools
Ralph "Bo" Clayton, Deputy City Manager
Bob Pealo, City Attorney
Adriana Jimenez, Assistant City Attorney
Jody Saunders, Director, Communications

Call to Order

Ms. Williams opened the meeting and welcomed everyone. She welcomed and introduced the Board's newest member, Mr. George "Hank" Hankins and said she was looking forward to his contributions and appreciated his willingness to serve.

Public Comment

Ms. Williams asked whether any members of the public wished to provide comments. Ms. Yugonda Sample-Jones rose to speak and wished everyone a happy new year. She thanked the Board and the members in attendance from Newport News Public Schools for their work, and she encouraged the Board and City leadership to engage with citizens on the topic of data centers. Ms. Williams thanked Ms. Sample-Jones for her comments. There were no further public comments.

Newport News Public Schools Presentation

Mrs. Kingston stated that the schools in any jurisdiction play a pivotal role in economic development – that not only are schools the foundation of the future workforce, but that quality education attracts families to the area and creates a more attractive environment for businesses. She said that schools also serve as community hubs, fostering civic engagement and supporting industries through partnerships and innovation, and that by supporting schools, the City not only nurtures the individual potential of its citizens, but also strengthens its economic resilience.

Mrs. Kingston noted that EDA Board members, both past and present, have recognized the crucial relationship between schools and economic development, emphasizing the importance of partnering with educational institutions at all levels to ensure success. She stated she was very pleased to welcome Newport News School Board Chair, Dr. Terri Best, Newport News Public Schools Superintendent, Dr. Michele Mitchell, and her colleague, Dr. Kipp Rogers who were present to provide an update and overview of the state of the City's schools. Mrs. Williams also expressed her enthusiasm for the EDA Board and Newport News Public Schools to work together and thanked them for attending.

Dr. Best said it was a pleasure to be invited by the Board to share about the success of Newport News Public Schools. Dr. Mitchell stated that their presentation was entitled "Reclaiming Our Narrative" and emphasized the importance of telling their own story, something that the school system is working to improve. She said that Newport News

Public Schools has engaged an agency to assist in better marketing of the City's schools and have added a marketing position to their staff.

Dr. Mitchell acknowledged the challenges faced and described efforts to engage the community in order to course correct. She highlighted that since her start as Superintendent in 2023, a firm was hired to conduct a survey of parents and staff on key factors. This survey was repeated recently, showing improvements in all measures.

Dr. Mitchell pointed out that the demographics of Newport News differ from other districts on the Peninsula, with more students meeting qualifications for being homeless, requiring special education services, and being English-language learners. She explained that students qualifying as homeless can choose any school district, and many choose Newport News because of services offered. Dr. Mitchell mentioned that Newport News offers a MEESA (Maritime Engineering and Environmental Studies Academy) Program and an Aviation Academy, both located within Newport News. She offered to take the Board on tours of both facilities, to which Mrs. Williams agreed.

Dr. Mitchell reported that the graduation rate increased from 93% in 2024 to 97% in 2025, and all students are required to pass the SOLs to graduate. She noted that Newport News Schools is number 2 in the region for graduating the highest number of students with an advanced diploma, second only to Virginia Beach. Dr. Mitchell and Dr. Rogers described the dual enrollment program, where students take college courses in conjunction with their high school curriculum. They also highlighted strategic partnerships with organizations such as NASA, Jefferson Lab, CNU, ODU, Fort Eustis, Ferguson Enterprises, and Huntington Ingalls, which enhance both student development and teacher professional development. Dr. Mitchell announced that Warwick High School will undergo extensive renovations, including improvements to the outdoor athletic facilities.

Mr. Miller inquired about ensuring consistency across all schools, noting that Deer Park is the best elementary school in Hampton Roads, but other schools don't have the same reputation. Dr. Rogers explained that while consistency is the goal, differences exist, such as Deer Park being a magnet school with great parent engagement and consistent staffing, advantages not all schools have.

There were many other questions and comments from Board Members, and everyone agreed that additional meetings and coordination with Newport News' Public Schools should be scheduled. Ms. Williams thanked Dr. Best, Dr. Mitchell, and Dr. Rogers and emphasized that the EDA/IDA Board would like to maintain a close and ongoing partnership with Newport News Public Schools.

Secretary/Treasurer's Report

Mrs. Kingston shared that the Board had previously received a draft copy of the 2025 EDA/IDA Annual Report, and that we were pleased to provide another comprehensive publication for City Council. She said that as always, we plan to continue to use the report as a marketing tool for strategic communications with our partners and prospects. She asked that as the report would soon go to print to be ready to present to City Council at its February 10th meeting, any feedback should be directed to Robin Boyd no later than noon on January 12th. She said that at the end of her report, she would be seeking a Motion to approve the 2025 EDA/IDA Annual Report.

Mrs. Kingston reminded the Board that they had authorized a Parking License Agreement between the EDA and 2800 Washington Avenue NN LLC, a subsidiary of The Monument Companies, to permit up to 70 dedicated parking spaces in the EDA-owned 2900 Washington Avenue parking garage for use by residents of Shipyard Flats. She said that Monument began occupying half of the 70 spaces on November 1st. She noted that prior to Monument's occupancy, all the parking spaces in the 2900 Washington Avenue garage were leased to HII for its employees and its Navy customer, and, in October, the Board authorized an Amendment reducing the space count assigned in the Parking Agreement with HII. She stated that apartment leasing continues to progress at Shipyard Flats and Monument has requested occupancy of the remaining 35 parking spaces starting February 1st.

Mrs. Kingston explained that HII was informed of the full 70-space reduction several months ago, and a 30-day notice was recently provided to vacate the final 35 parking spaces by February 1st. She said that both HII and Monument are paying the same monthly rate of \$35 per space. She added that Monument's Parking License Agreement allows for any adjustment in the number of dedicated parking spaces upon mutual agreement of both parties and that similar language is incorporated into the amendment with HII to provide flexibility as we continue to manage parking obligations Downtown and just-in-time delivery of parking, while managing existing contracts, as this same parking will also be impacted by the future Downtown housing phase for CNI.

Mrs. Kingston said she would seek a Motion at the end of her report to authorize execution of an Amendment to the Parking Agreement with HII to reflect the reduction in the available number of parking spaces from 577 to 542, to accommodate the license and utilization of 70 spaces by Monument per its Parking License Agreement, and to also allow for the number of parking spaces assigned to HII to be adjusted as necessary.

Mrs. Kingston explained that Riverside continues renovation work at 11008 Warwick Boulevard to consolidate its residency program and related health services from Brentwood Shopping Center and have informed staff that construction of the new space is anticipated for completion by December 31, 2026. She said that Riverside has advised that an additional month may be needed to allow for final clear-out of the Brentwood space and have requested an amendment to extend the lease to December 31, 2026, including a month-to-month provision after that date to accommodate final move-out activity. She reminded the Board that the current term of the EDA's lease to Riverside for its 37,616 square-foot Clinic Suite space at Brentwood expires on September 30, 2026.

Mrs. Kingston added that Board Members would recall that under the terms of the lease between the EDA and Riverside, Riverside is required to manage the construction of the renovation of 6,825 square feet of space in Brentwood for occupancy by the Voter Registrar, with the project cost credited to Riverside through rent credits. She said that Riverside's contractor has completed that work and that the final cost of the buildout was \$29,635 higher than the original \$500,000 limit prescribed in the lease, and therefore the lease language needed to be adjusted to allow for a total rent credit not to exceed \$530,000. Mrs. Kingston concluded that at the end of her report, she would be seeking a Motion to document in a First Lease Amendment Agreement both the extension of the term length and the increase in total rent credit with Riverside.

Mrs. Kingston next moved to discussion of the neighboring property at Warwick Village Shopping Center, 11006 Warwick Boulevard, reminding the Board that they had authorized a six-month lease extension for tenant, Axsom Martial Arts, in Suite #8. She said that following that authorization and before execution of that extension, S.L. Nusbaum reported to staff that the owner of Axsom Martial Arts, knowing of the EDA's redevelopment plans, found an alternate location for his business to relocate to in March 2026, and therefore requested to modify the recently authorized six-month extension to a two-month extension, through February 30, 2026. Thus, she stated that she would seek a Motion at the end of her report to document the renewal to include the 3% increase, as previously authorized, with the total rent amount of \$4,248.76 to be collected over the 2-month term.

Mrs. Kingston noted that the application period for two Virginia Enterprise Zone programs administered by the Virginia Department of Housing and Community Development opens this time of year, and that she was pleased that a Newport News location was selected for one of the "How to Qualify" workshops, hosted by DHCD for potential applicants and their CPAs. She said the workshop would be held on Friday, January 30th, from 10:00 a.m. to 12:00 p.m. at Brooks Crossing Innovation and Opportunity Center, and that staff would be

assisting in marketing the workshop and appreciated Board Member's sharing it within their networks to anyone who may be interested.

Mrs. Kingston shared that IncuHub, a coworking space with existing locations in Hampton and Portsmouth, recently completed the purchase of a building at 115 28th Street in Downtown Newport News from the Newport News Redevelopment and Housing Authority. She said IncuHub's presence Downtown will create additional space and capacity to support entrepreneurs and small businesses alongside the many other new projects that are underway, and that staff has been working closely with them on applicable incentive programs to support the acquisition and renovation of the building. She said we expect to be coordinating with IncuHub on a ribbon cutting in the future when it is prepared to open to clients.

Mrs. Kingston explained that one of the pillars of the Hampton Roads Alliance's Playbook's DEAL strategy was Energy and specifically included the new work of the Secure Energy Future Center at the Tech Center Research Park and Virginia Tech Corporate Research Center. She said that the Virginia Clean Energy Innovation Bank, in December, awarded \$1 million to the VTCRC's Secure Energy Future Center to fund the installation of a control room simulator for an advanced nuclear reactor, and that while the simulator will be located in Arlington, it will anchor an Integrated Advanced Nuclear and Energy Storage Hub linking Virginia Tech and VTCRC assets in Arlington, Newport News, Blacksburg, and Roanoke. She said that this new announcement will be part of our continued coordination with VTCRC and the Tech Center Research Park here locally, especially related to work on the Secure Energy Future Center.

Mrs. Kingston informed the Board that as we continue to engage with GO Virginia, she wanted to share that VersAbility Resources has been awarded a \$100,000 GO Virginia Region 5 planning grant to advance the VersAbility TECH Center. She stated that the planning effort will fund a comprehensive facility report connected with the development of a training center to expand the regional talent pipeline by connecting underrepresented and non-traditional populations, with a primary focus on individuals with disabilities, to employers across the Peninsula, including the maritime and manufacturing industries. She said that we would be engaged with VersAbility in this planning work and wanted to share this news as it relates to our collective workforce development efforts.

Mrs. Kingston reminded Board Members that they received via email an invitation to the upcoming Fulcrum Concepts Ribbon Cutting event, happening Thursday, January 15th at 12:30 p.m. She said that Fulcrum, a defense contractor that provides design, build and installation of tactical aviation equipment, recently opened its third location in Virginia at 737

Industrial Park Drive which will house several pieces of sophisticated machinery to complement the company's advanced engineering capabilities. She also noted the company is a Veteran-Owned business, established in 2008, and specializes in rapid prototyping, production, and assembly of various products for military aircraft.

Mrs. Kingston shared that the Active Projects/Partnerships and Incentive Agreements Tracking sheets were in Board Members' packages, noted a few details and offered to answer any questions. There were none.

Mrs. Kingston said that the Monthly Financial Statements were in Board Members' packages, noted a few details and offered to answer any questions. There were no questions.

Mrs. Kingston asked City Manager Alan Archer for any comments he may have for the Board. Mr. Archer said it's that time of year for budget development and his office is working with all City departments to develop the Annual Operating Budget to be presented to City Council in late March. He said that there are many non-profit agencies which do great work in the City and that the community support assistance grant process is part of the budgeting effort. After input from Council, public input will be solicited toward the goal of adoption of the budget in May. Mr. Archer said he looked forward to having the new Grissom Library and the revitalization of the Sherwood Shopping Center area as part of that planning and that the EDA would be integrally involved in those efforts over the next few years. He complemented the EDA Board on its willingness and foresight to purchase properties such as Sherwood and the Kmart site for future redevelopment. He provided Board Members with the City Manager's Year End Report for 2025.

Ms. Williams thanked Mrs. Kingston and Mr. Archer for their reports and asked if there were any questions. There were none.

Ms. Williams asked for a Motion to approve the 2025 EDA/IDA Annual Report. Mr. Miller so moved and Mr. Beale seconded the motion, which passed on a roll call vote of 6-0, Mr. Hankins having stepped out of the meeting temporarily.

Ms. Williams asked for 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 577 to 542 in the EDA-owned parking garage at 2900 Washington Avenue and to allow for future adjustment in the number of parking spaces assigned to Huntington Ingalls Incorporated, subject to review and approval by EDA Legal Counsel. Ms. Gargiulo so moved and Dr. Guajardo seconded the motion, which

passed on a roll call vote of 6-1, Mr. Beale abstaining as he is employed by Huntington Ingalls.

Ms. Williams asked for a Motion to authorize execution of a First Lease Amendment Agreement by and between the EDA and Riverside Hospital, Inc., to continue its 37,616 square-foot occupancy of the Clinic Suite at Brentwood Shopping Center, located at 10510 Jefferson Avenue, through December 31, 2026, including a provision to allow for month-to-month tenancy after that time, and increasing the Rent Credit for Registrar Improvement to \$530,000, subject to review and approval by EDA Legal Counsel. Mr. Chenoweth so moved and Mr. Miller seconded the motion, which passed unanimously on a roll call vote.

Ms. Williams asked for a Motion to authorize execution of a Lease Extension Agreement by and between the EDA and Musukan, Inc., t/a Axsom Martial Arts, to continue its 3,000 square-foot occupancy of Suite #8 at Warwick Village Shopping Center, located at 11006 Warwick Boulevard, through February 28, 2026, including a 3% increase in the rental rate, subject to review and approval by EDA Legal Counsel. Dr. Guajardo so moved, and Mr. Chenoweth seconded the motion, which passed unanimously on a roll call vote.

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. She also reminded Board Members of the requirement to submit their completed Statement of Economic Interest forms for 2025 to the City Clerk's office by February 1st.

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 10:46 a.m., Ms. Gargiulo moved for the Authority to go into a closed meeting pursuant to VA Code Section §2.2-3711.A: Real Estate (3) and Prospective Business (5) for the following purposes and subjects: (3) Discussion or consideration of the acquisition of real property for a public purpose or of the disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, the subject of which is a proposed property disposition in the

Central section of the City, and (5) Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business or industry's interest in locating or expanding its facilities in the community, the subject of which is a prospective business considering a location in the Central section of the City, and an existing business considering expansion in the southern section of the City. Mr. Chenoweth seconded the motion, which passed 6-0-1 on a roll call vote, with Mr. Beale abstaining as an item on the Agenda concerned his employer.

At 11:18 a.m., the EDA/IDA Board returned to open session following a certification motion by Ms. Garguilo, 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 6-0-1 on a roll call vote, with Mr. Beale abstaining, having recused himself and stepped out of the room for the discussion of the item relating to his employer.

Action(s) Coming Out of Closed Session

There were no actions coming out of Closed Session.

Committee Reports

Ms. Williams called for the Committee Reports. Ms. Williams presented the Executive Committee report which did not require Board ratification.

Mr. Beale presented the Revolving Loan Fund Committee report, which stated the need for the Board to approve the individual Façade Improvement Grant (FIG) program requests considered at the meeting, as a quorum had not been achieved. Two FIG requests were presented to the Board for approval. The first was a request for \$20,000 from Knight Management, LLC for external improvements at 11425 25th Street, and the second was a request for \$20,000 from Pilothouse Williamsburg, LLC for external improvements at 811 Main Street.

Ms. Williams asked for a Motion to approve a \$20,000 FIG request from Knight Management, LLC for the installation of glass awning and vertical wood siding to front of building, stucco repair, exterior painting, replacement of 11 windows and removal of security bars at 1425 25th Street. Mr. Miller so moved and Ms. Garguilo seconded the motion, which passed unanimously on a roll call vote.

Ms. Williams asked for a Motion to approve a \$20,000 FIG request from Pilothouse Williamsburg, LLC for installation of silicone roof coating system and exterior painting at 811 Main Street. Mr. Chenoweth so moved and Dr. Guajardo seconded the motion, which passed unanimously on a roll call vote.

FY 2027 EDA/IDA Budget

Ms. Williams asked Mrs. Kingston to present the 2027 EDA/IDA Budget. Mrs. Kingston advised the Board that a budget summary was at their places. She highlighted several key factors and answered questions, noting that detailed review of the Budget was performed with the Executive Committee on December 18th. She shared that the budget would cover the Fiscal Year 2027, running from July 1, 2026 through June 30, 2027.

Ms. Williams introduced a Motion to approve the FY 2027 EDA/IDA Budget as presented. Mr. Miller so moved, and Ms. Gargiulo seconded the motion which passed unanimously on a roll call vote.

Board Appointments to Committees

Ms. Williams stated that the 2026 EDA/IDA Board Appointments were provided at each Board Member's place. She shared that she had spoken to each board member individually to discuss their new committee appointments and explained that rotating board members among the different committees provides each with greater exposure to the Board's activities and responsibilities. She noted that the new committee assignments would begin in February.

Approval of Minutes of the Regular Meeting of December 12, 2025

Ms. Williams asked for approval of the Minutes of the Regular Meeting of December 12, 2025. Mr. Chenoweth so moved, and Dr. Guajardo seconded the motion, which passed 5-0-2 on a roll call vote, with Mr. Beale and Mr. Hankins abstaining, their stated reason having not been present for the meeting.

Unfinished Business

Ms. Williams asked if there was any unfinished business. There was none.

New Business

Ms. Williams asked if there was any new business. There was none.

There being no further business to come before the Board, Ms. Williams adjourned the meeting at 11:35 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: January 9, 2026

The Executive Committee met on December 18th. The Committee received a presentation on the FY 2027 EDA/IDA Budget. Based on the presentation received, the Executive Committee recommended approval of the FY 2027 EDA/IDA Budget. Formal action on the FY27 Budget by the Board will follow today's presentation of the Budget to the Board, rather than take the form of ratification of this item in the Executive Committee Chair's Report.

This report does not require Board ratification.


Jonathan Skinner

JS:jer

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Date, Time and Location: December 18, 2025, at 12:30 pm at 11820 Fountain Way, Suite 300, Newport News, VA

Members Present: Jonathan Skinner, Faye Gargiulo, R.C. Miller, 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: January 9, 2026

The Revolving Loan Fund Committee met on January 7th, which served as the rescheduled December Committee meeting. Staff indicated that the Committee was awaiting another appointment from the EDA Board to replace the Committee member whose term expired.

Staff presented two (2) Façade Improvement Grant (FIG) Program requests.

A quorum was not present for the meeting so the Committee was not able to formally vote to recommend approval of items to the Board. However, the two (2) FIG requests below were reviewed and considered, and in lieu of voting on each, an affirmative consensus was agreed to by the three members present for each of the requests, with one abstention from consensus on the FIG for 1425 25th Street.

- FIG request for \$20,000 from Knight Management, LLC, to include installation of glass awning, installation of vertical wood siding to front of building, stucco repair, exterior painting, replacement of 11 windows and removal of security bars at 1425 25th Street.
- FIG request for \$20,000 from Pilothouse Williamsburg, LLC, to include installation of silicone roof coating system and exterior painting at 811 Main Street.

Revolving Loan Fund Committee Chair's Report

January 9, 2026

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This Report does not require Board ratification; however, in order to make the FIG approvals official, separate motions are needed to approve the two FIG requests.

A handwritten signature in black ink, appearing to read 'X. J. B.', is written above a solid horizontal line.

Xavier Beale

XB:tw

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Date, Time and Location: January 7, 2026 at 11:00 a.m. at 11820 Fountain Way, Suite 300, Newport News, VA

Members Present: Xavier Beale, George Knight and Sharon Owens-Clark

Members Absent: Dan Chenoweth and John Lunsford