

**ECONOMIC DEVELOPMENT AUTHORITY**  
**of the**  
**CITY OF HAMPTON, VIRGINIA**

Minutes – Regular Meeting

September 19, 2023 – 8:30 a.m.

EDA Conference Room

CALL  
TO ORDER

Chair Peterson called the meeting to order at 8:30 a.m.

DIRECTORS  
PRESENT

James A. “Pete” Peterson, Laura S. Sandford, Richard M. Bagley, Jr., Valda V. Claiborne (arrived at 8:32 a.m.), Charlene Clark and Dianne B. Suber. Also present was Secretary/Treasurer Steven L. Lynch.

STAFF  
PRESENT

Patricia Melochick, Brian DeProfio, Bonnie Brown, Hannah Sabo, Robin McCormick and Teresa Hudgins

GUESTS  
PRESENT

William Guglielmo, ITL Solutions  
Alan Watts, ITL Solutions

MINUTES

Chair Peterson stated the Minutes from the August 15, 2023 Regular Meeting were distributed. A motion was made by Vice Chair Sandford and seconded by Dr. Suber to approve the Minutes as presented. A roll call vote was taken which resulted as follows:

Ayes: Bagley, Clark, Suber, Sandford and Peterson

Nays: None

Note: Ms. Claiborne was not present for the vote

LOAN & GRANT  
REVIEW  
COMMITTEE

Vice Chair Sandford reported the Loan & Grant Review Committee did not meet in September due to no quorum. There were no questions or comments on the EDA Loan/Grant Program Fund Balance Sheet as of August 31, 2023.

ECONOMIC  
DEVELOPMENT  
REPORT

Mr. Lynch reported the updated Status Report on EDA Actions was included in the package. Other items of interest:

- The floor replacement project at the Sportsplex should be completed the first week of October. We are working with Risk Management to file a claim against the party responsible for the damage.
- NorthPoint has scheduled the groundbreaking ceremony for November 9, 2023 from 10:00 a.m. – 11:00 a.m. at the Shell Road property. You should receive an electronic invitation. Dr. Suber asked if the community was invited. Mr. Lynch said yes. She also said it would be nice if NorthPoint mentioned the significance of the site during the ceremony.

NEW  
BUSINESS

Mr. Lynch presented a Manufacturing and Innovation Grant for ITL, LLC located at 105 E Street, Hampton, Virginia to assist with AS9100 and AS9120 certifications to enhance its ability to bid on future projects. Mr. Guglielmo with ITL provided a brief overview of the company and said Dan Girouard was helpful in locating additional space for the company in Copeland Park.

Mr. Bagley asked about the infrastructure of the park and if the association was active. Mr. Lynch said the association was not operating at its previous level but we will re-engage with it once the vacant Business Development Manager position is filled. Mr. Bagley asked Mr. Guglielmo if he worked with Alcoa/Howmet. Mr. Guglielmo said it was difficult to get in touch with the appropriate person locally. Mr. Bagley asked staff to facilitate a meeting between the two companies.

Mr. Lynch said staff is recommending the grant for approval in the amount of \$8,363 with no additional conditions. A motion was made by Ms. Clark and seconded by Vice Chair Sandford to approve the grant as presented. A roll call vote was taken which resulted as follows:

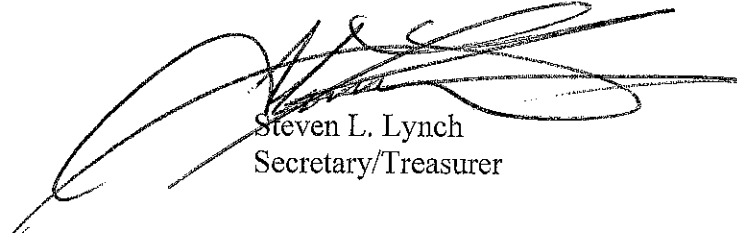
Ayes: Bagley, Claiborne, Clark, Suber, Sandford and Peterson

Nays: None

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:45 a.m.

Respectfully submitted,



Steven L. Lynch  
Secretary/Treasurer

SLL/tbh