

**MINUTES**  
**JAMES CITY COUNTY ECONOMIC DEVELOPMENT AUTHORITY**  
**SPECIAL MEETING**  
**101 D Mounts Bay Road, Williamsburg, VA 23185**  
**February 22, 2018**  
**4:00 PM**

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**A. CALL TO ORDER**

**B. ROLL CALL**

Paul W. Gerhardt  
Robin D. Carson - Absent  
Rick Shippey  
Christopher J. Odle  
Thomas G. Tingle  
Robin Bledsoe, Vice Chair  
Marshall N. Warner, Chairman

Amy B. Jordan, EDA Secretary  
Teresa J. Fellows, EDA Recording Secretary  
Maxwell Hlavin, EDA Legal Counsel  
Stephanie Lahr, EDA Fiscal Agent

**C. NEW BUSINESS**

1. Budget Amendment - James River Commerce Center

A motion to Approve was made by Robin Bledsoe, the motion result was Passed.  
AYES: 6 NAYS: 0 ABSTAIN: 0 ABSENT: 1  
Ayes: Gerhardt, Odle, Tingle, Shippey, Bledsoe, Warner  
Absent: Carson

Ms. Jordan addressed the Authority giving an overview of the memorandum included in the Agenda Packet. She highlighted that the contract quote for the stump removal at the EDA property, in the James River Commerce Center, expires on March 1, 2018, which is what necessitated the Special Meeting.

Ms. Jordan also briefly updated the Authority on the status of the Regional Industrial Facility Authority (RIFA). The process of forming the RIFA is ongoing, but is intended to support the GOVirginia project that was submitted to the state. That project has received grant funding from the GOVirginia Board, but now the participating localities must come up with the matching funds. The peninsula localities are still working out the details, but the funding needs to be in place by May 31, 2018.

Mr. Tingle asked if these necessary match funds would change the letter that was sent to the Board of Supervisors for funding assistance in the coming budget year.

Ms. Jordan stated that she did not think that was necessary. The finance office has asked for a more detailed line-item description based off the funding request that was sent. Therefore, she will include the match in those line items.

**ADOPTED**  
**MAR 08 2018**

**D. CLOSED SESSION**

**E. ADJOURNMENT**

1. Adjourn until 8 a.m. on March 8, 2018, for the Regular Meeting


A motion to Adjourn was made by Marshall Warner, the motion result was Passed.

AYES: 6 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Gerhardt, Odle, Tingle, Shippey, Bledsoe, Warner

Absent: Carson

At 4:14 p.m., Mr. Warner adjourned the Authority.

  
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Amy Jordan, Secretary

  
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Marshall Warner, Chair