

MINUTES
JAMES CITY COUNTY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
101 D Mounts Bay Road, Williamsburg, VA 23185
April 16, 2019
4:00 PM

A. CALL TO ORDER

Ms. Bledsoe called the meeting to order at 4:04 p.m.

ADOPTED
MAY 21 2019

B. ROLL CALL

Robin Bledsoe, Chair
Christopher Odle - arrived at 4:39 p.m.
Carlton Stockton
Thomas Tingle
William Turner - arrived at 4:12 p.m.

Also Attending:

Christopher Johnson, Economic Development Authority (EDA) Secretary
Stephanie Lahr, EDA Fiscal Agent
Maxwell Hlavin, EDA Counsel
Jenni Tomes, James City County Treasurer
Amy Jordan, Assistant Director, Economic Development
Kate Sipes, Assistant Director, Economic Development
P. Sue Sadler, Board of Supervisors Liaison
Kenneth Moran, Chesapeake Bank

Due to the lack of quorum, Ms. Bledsoe began the meeting with the first item under New Business.

C. NEW BUSINESS

1. Business Assistance Funds

Ms. Bledsoe reminded the EDA of the Business Assistance line item in the amount of \$5,000 in the EDA budget. Ms. Bledsoe asked what those funds had been used for in the past.

Ms. Jordan responded it has been used in the most recent past for the Google 360 Grants to small businesses.

Ms. Lahr noted this fund had also been the source of the EDA's contribution to the Chefs GO program and the JunipHER Accelerator program.

Mr. Tingle noted there had previously been \$25,000 in the Business Assistance line item. Mr. Tingle indicated there were often program opportunities throughout the year and requests made of all three EDAs in the region, including York County and the City of Williamsburg, as well as James City County. The EDA has allocated money for Business Assistance for those opportunities, and frequently did not have a specific program identified at the time the budget was approved.

Ms. Bledsoe suggested the EDA leave the funds undesignated at this time.

Due to the lack of quorum, Ms. Bledsoe proceeded to Old Business.

D. OLD BUSINESS

1. Marina Property, Special Events

Ms. Bledsoe updated the EDA that the event proposed at the previous month's EDA meeting at Billsburg Brewery did not receive full approval by all County departments, despite what had been noted in the newspaper.

Mr. Tingle noted it was appropriate for the EDA to have discussed it prior to other departments reviewing it, due to the EDA serving as the landlord for the property. Mr. Tingle offered his expectation that tenants in an office building where he is co-owner first notify the owners of the property of any intent prior to seeking required permits and permission from any third parties.

Mr. Turner arrived, constituting quorum.

E. APPROVAL OF MINUTES

1. Minutes Adoption – March 19, 2019

A motion to Approve was made by William Turner; motion Passed.
AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1
Ayes: Bledsoe, Stockton, Tingle, Turner. Absent: Odle

F. FINANCIAL REPORTS

1. March 2019 Financial Reports

A motion to Approve was made by Carlton Stockton; motion Passed.
AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1
Ayes: Bledsoe, Stockton, Tingle, Turner. Absent: Odle

G. LIAISON REPORTS

1. BOS Liaison

No update at this time.

2. Business Liaison

No update at this time.

3. Eastern Virginia Regional Industrial Facility Authority (EVRIFA)

No update at this time.

4. Finance

No update at this time.

5. GO Virginia

Mr. Tingle reported the next meeting is scheduled for May 2.

6. Greater Williamsburg Chamber & Tourism Alliance Sports Marketing Committee

No update at this time.

7. Greater Williamsburg Partnership

No update at this time.

8. Workforce Development

Mr. Turner requested an update from the Healthcare Workforce Summit.

Ms. Sipes reported the Workforce Development Task Force held a debrief meeting after the Healthcare Workforce Summit event, which was held at Legacy Hall on March 5.

Mr. Turner indicated his interest in serving on this committee, as he currently serves on the Williamsburg James City County Schools Foundation.

Ms. Bledsoe agreed Mr. Turner would be a great addition and assigned him the role of Workforce Development Liaison.

9. Real Estate Holdings

No additional update at this time.

10. Planning Commission

No update at this time.

11. James River Commerce Center Architectural Review Board

No update at this time.

H. CLOSED SESSION

1. Enter Closed Session

A motion to enter Closed Session was made by Thomas Tingle; motion Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Bledsoe, Stockton, Tingle, Turner. Absent: Odle

Mr. Tingle moved to go into Closed Session in accordance with the Code of Virginia for the purposes of: 1) the disposition of publicly held real property located at 8925 Columbia Drive and 1716 Endeavor Drive in James City County where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Va. Code Section 2.2-3711(A)(3); and 2) 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 interest in locating or expanding its facilities in the community pursuant to Va. Code Section 2.2-3711(A)(5); and 3) the investment of public funds for improvements at 8925 Columbia Drive and 1716 Endeavor Drive where competition or bargaining is involved, where, if made public initially, the financial interest of the EDA and the County would be adversely affected pursuant to Va. Code Section 2.2-3711(A)(6); and 4) consultation with legal counsel retained by the EDA regarding specific legal matters requiring the provision of legal advice by such counsel pursuant to Va. Code Section 2.2-3711(A)(8).

Mr. Odle arrived during Closed Session.

2. Certify Closed Session

A motion to adopt the resolution to certify the Closed Session was made by Robin Bledsoe; motion Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Bledsoe, Odle, Stockton, Tingle, Turner

I. NEW BUSINESS, CONTINUED

1. EDA Vacancies

A motion to elect Mr. Odle as Vice Chair of the EDA was made by Robin Bledsoe; motion Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Bledsoe, Odle, Stockton, Tingle, Turner

Ms. Bledsoe reminded the EDA there were now two vacancies, as Mr. Maddocks and Ms. Carson had both resigned. Ms. Bledsoe continued that Mr. Maddocks had served as Vice Chair, and she nominated Mr. Odle to fill the position of Vice Chair of the EDA.

A motion to adopt the resolution to request the Board of Supervisors fill two vacancies on the EDA was made by Carlton Stockton; motion Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Bledsoe, Odle, Stockton, Tingle, Turner

Ms. Bledsoe indicated there was a resolution in the EDA packet to request the Board of Supervisors fill the two vacancies on the EDA.

2. Resolution of Appreciation

Mr. Tingle requested the EDA prepare a Resolution of Appreciation for Ms. Robin Carson for her service and contributions during her time as an EDA Director.

The other members agreed by consensus.

I. DIRECTOR'S REPORT

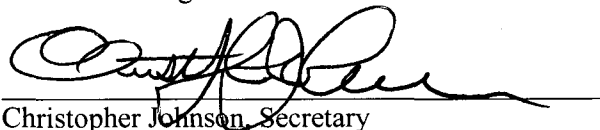
Mr. Johnson called attention to the upcoming dates of interest, noting the LPGA Pure Silk Championship at Kingsmill in May and the Business Appreciation Event at the Williamsburg Winery in June.

Ms. Sipes added the LPGA Pairings event was the same date as the next EDA meeting.

J. ADJOURNMENT

1. Adjourn until May 21, 2019

At approximately 5:30 p.m., Ms. Bledsoe adjourned the Authority on a motion by Mr. Tingle and a unanimous voice vote.



Christopher Johnson, Secretary
Economic Development Authority



Robin Bledsoe, Chair
Economic Development Authority

REQUEST TO FILL VACANCIES

WHEREAS, the Economic Development Authority of James City County, Virginia (the "Authority") is governed by a seven (7) member board appointed by the James City County Board of Supervisors (the "Board"); and


WHEREAS, Article III of the Authority's bylaws requires the Authority to request, by resolution, that the Board appoint a new Director to fill vacancies as expeditiously as possible; and

WHEREAS, the Authority currently has two (2) vacancies created by the resignations of Robin Carson and Michael Maddocks.

NOW, THEREFORE, BE IT RESOLVED that the Economic Development Authority of James City County, Virginia, hereby respectfully requests that the James City County Board of Supervisors appoint, as expeditiously as possible, a new Director to fill the unexpired term of Robin Carson, whose term ends August 1, 2019.

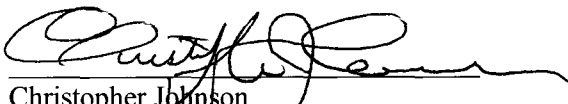
BE IT FURTHER RESOLVED that the Economic Development Authority of James City County, Virginia hereby respectfully requests that the James City County Board of Supervisors appoint, as expeditiously as possible, a new Director to fill the unexpired term of Michael Maddocks, whose term ends July 31, 2020.

The undersigned hereby certifies that the above resolution was duly adopted by the Directors of the Economic Development Authority of James City County, Virginia, at a meeting duly called and held on April 16, 2019 and that such resolution is in full force and effect on the date hereof.



Robin Bledsoe
Chairman, Economic Development Authority

ATTEST:



Christopher Johnson
Secretary to the EDA

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
TINGLE	<u>✓</u>	___	___
ODLE	<u>✓</u>	___	___
STOCKTON	<u>✓</u>	___	___
TURNER	<u>✓</u>	___	___
BLEDSON	<u>✓</u>	___	___

Adopted by the Economic Development Authority of James City County, Virginia, this 16th day of April, 2019.

RESOLUTION

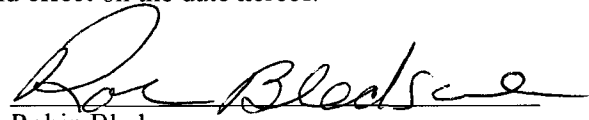
CERTIFICATION OF CLOSED MEETING

WHEREAS, the Economic Development Authority of James City County, Virginia, (the "Authority") has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

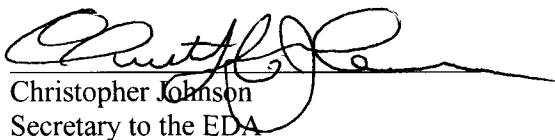
WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Authority that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Authority hereby certifies that, to the best of each member's knowledge: i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies; and ii) only such public business matters were heard, discussed, or considered by the Authority as were identified in the motion, including: (1) the disposition of publicly held real property located at 8925 Columbia Drive and 1716 Endeavor Drive in James City County where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Va. Code Section 2.2-3711(A)(3); and (2) 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 interest in locating or expanding its facilities in the community pursuant to Va. Code Section 2.2-3711(A)(5); and (3) the investment of public funds for improvements at 8925 Columbia Drive and 1716 Endeavor Drive, the renegotiation of performance grants, and incentive payments to relocating or expanding companies where competition or bargaining is involved where, if made public initially, the financial interest of the EDA and the County would be adversely affected pursuant to Va. Code Section 2.2-3711(A)(6); and (4) Consultation with legal counsel retained by the EDA regarding specific legal matters related to incentives and leases requiring the provision of legal advice by such counsel pursuant to Va. Code Section 2.2-3711(A)(8).

The undersigned hereby certifies that the above resolution was duly adopted by the Directors of the Economic Development Authority of James City County, Virginia, at a meeting duly called and held on April 16, 2019 and that such resolution is in full force and effect on the date hereof.


Robin Bledsoe
Chairman, Economic Development Authority

	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
ATTEST:			
	✓	_____	_____
	✓	_____	_____
	✓	_____	_____
	✓	_____	_____
	✓	_____	_____


Christopher Johnson
Secretary to the EDA

Adopted by the Economic Development Authority of James City County, Virginia, this 16th day of April, 2019.