

MINUTES
JAMES CITY COUNTY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING

June 16, 2020
4:00 PM

**THE MEETING WAS HELD ELECTRONICALLY PURSUANT TO THE CONTINUITY OF
GOVERNMENT ORDINANCE ADOPTED ON APRIL 14, 2020, BY THE BOARD OF
SUPERVISORS OF JAMES CITY COUNTY, VIRGINIA.**

**THE MEETING WAS CONDUCTED VIA ZOOM WITH PUBLIC ACCESS PROVIDED
THROUGH INTERNET AUDIO AND VIDEO, AS WELL AS TELEPHONIC AUDIO.
COMMENTS ON AGENDA ITEMS WERE ACCEPTED BY EMAIL SUBMISSION TO THE
ECONOMIC DEVELOPMENT AUTHORITY (EDA) SECRETARY.**

A. CALL TO ORDER

Mr. Campana called the meeting to order at 4:02 p.m.

ADOPTED

B. ROLL CALL

JUL 21 2020

Vince Campana, Chair
Lynn Meredith
Brandon Nice
Carlton Stockton
Tom Tingle, Vice Chair
William Turner
Joe Stanko (experiencing technical difficulties so did not participate in voting)

Also Attending:

Christopher Johnson, EDA Secretary
Jeff Wiggins, EDA Fiscal Agent
Adam Kinsman, County Attorney
Jenni Tomes, James City County Treasurer
Kate Sipes, Assistant Director, Economic Development
Laura Messer, Tourism and Marketing Coordinator, Economic Development

C. CONTINUATION OF THE ESSENTIAL FUNCTIONS OF GOVERNMENT

Resolution Adoption - EDA Electronic Meeting, June 16, 2020

A motion to Approve the Resolution was made by Lynn Meredith; motion Passed.

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

Ayes: Campana, Meredith, Nice, Stockton, Tingle, Turner

Mr. Johnson referred to the resolution in the agenda packet addressing the fact that the meeting was being held in an electronic format pursuant to the Continuity of Government

Ordinance adopted by the Board of Supervisors due to social distancing guidelines issued in response to the COVID-19 outbreak.

D. APPROVAL OF MINUTES

Minutes Adoption - May 19, 2020

A motion to Approve was made by Tom Tingle; motion Passed.

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

Ayes: Campana, Meredith, Nice, Stockton, Tingle, Turner

E. FINANCIAL REPORTS

May 2020 Financial Reports

A motion to Approve was made by William Turner; motion Passed.

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

Ayes: Campana, Meredith, Nice, Stockton, Tingle, Turner

Mr. Wiggins presented the revenue and expense reports for May 2020.

F. CLOSED SESSION

Mr. Campana noted the next Agenda item was a Closed Session requested by the Real Estate Holdings Committee.

Mr. Tingle, Chair of the Real Estate Holdings Committee, informed the EDA that the anticipated business for the Closed Session was not ready for action and, therefore, no Closed Session would be needed.

G. NEW BUSINESS

A motion to Approve expenses not to exceed \$300 for gate installation at 8925 Columbia Drive was made by Carlton Stockton; motion Passed.

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

Ayes: Campana, Meredith, Nice, Stockton, Tingle, Turner

Ms. Sipes presented a request for funding to install a gate at 8925 Columbia Drive, reminding the EDA of past investments to timber, clear, remove trash, and maintain a mowing schedule on the parcel over the past several years. Ms. Sipes continued that in order to prevent unauthorized access and dumping on the property, staff was recommending installing a locked gate at the entrance to the gravel road that provides access to approximately 60 acres of the parcel. Ms. Sipes shared that General Services has agreed to provide the installation of the gate, making the only costs associated with the project about \$300 in supplies.

H. OLD BUSINESS

A motion to Approve expenses not to exceed \$150 for gifts related to the marketing mission to Germany in February was made by Tom Tingle; motion Passed.

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

Ayes: Campana, Meredith, Nice, Stockton, Tingle, Turner

Mr. Johnson reminded the EDA of its previous request to publicly acknowledge or otherwise show appreciation to the two businesses that represented James City County on the recent marketing mission to Germany with the Greater Williamsburg Partnership (GWP). Mr. Johnson requested approval of no more than \$150 to purchase small tokens for that purpose.

I. LIAISON REPORTS

1. Board of Supervisors Liaison

No update at this time.

2. Eastern Virginia Regional Industrial Facility Authority

No update at this time.

3. Finance

No further update at this time.

4. GO Virginia

Mr. Tingle reported there has been no Region 5 meeting since the May 2020 EDA meeting, but the Executive Committee had met to approve grant requests and forward them on to the state. Mr. Tingle noted he met with Ms. Von Gilbreath on the possibility of a grant to GWP.

5. Greater Williamsburg Chamber & Tourism Alliance Sports Marketing Committee

Mr. Turner noted this committee no longer exists due to the recent reorganization of the Tourism Council.

6. Greater Williamsburg Partnership (GWP)

Mr. Campana noted his first meeting with the GWP will be next month.

7. James River Commerce Center Architectural Review Board

No update at this time.

8. Real Estate Holdings

Mr. Tingle noted the committee met at 3 p.m. on June 16 and is working on multiple potential deals, but none are ready for EDA action at this time.

9. Workforce Development

No report at this time.

J. DIRECTOR'S REPORT

Mr. Johnson updated the EDA on the Greater Williamsburg Business Assistance Fund in partnership with the Virginia 30-Day Fund, noting the \$10,000 in seed money provided by the EDAs of York County, James City County, and the City of Williamsburg had now exceeded \$63,000 due to private leveraged contributions. Mr. Johnson also noted the Board of Supervisors voted in May to contribute \$500,000 for James City County businesses, expanding the fund even further.

K. UPCOMING DATES OF INTEREST

Mr. Johnson noted all anticipated events had been canceled or postponed indefinitely due to COVID-19.

L. ADJOURNMENT

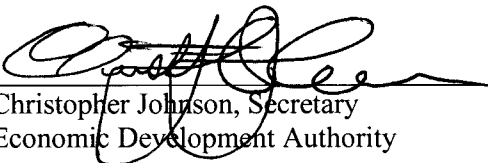
Adjourn until July 21, 2020

A motion to Adjourn was made by Lynn Meredith; motion Passed.

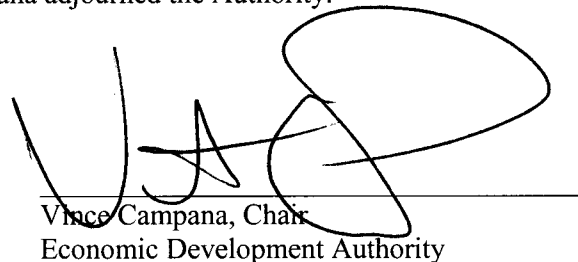
AYES: 6 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Campana, Meredith, Nice, Stockton, Tingle, Turner

At approximately 4:26 p.m., Mr. Campana adjourned the Authority.



Christopher Johnson, Secretary
Economic Development Authority



Vince Campana, Chair
Economic Development Authority

RESOLUTION

ECONOMIC DEVELOPMENT AUTHORITY ELECTRONIC MEETING HELD JUNE 16, 2020

WHEREAS, on March 24, 2020 the James City County Board of Supervisors (the "Board") adopted an emergency Ordinance to ensure the continuity of government in response to the coronavirus pandemic negatively affecting the health, safety, and welfare of the citizens of James City County (the "County"); and

WHEREAS, on April 14, 2020, the Board readopted the continuity of government Ordinance (the "Ordinance"), which, under certain circumstances, permits the Board and its subordinate boards, committees, and commissions to conduct regularly scheduled, special, or emergency meetings solely by electronic or telephonic means without a quorum of members physically present (a "Virtual Meeting"); and

WHEREAS, the James City County Economic Development Authority is a subordinate board appointed by the Board and is therefore eligible to conduct a Virtual Meeting; and

WHEREAS, the James City County Economic Development Authority desires to conduct a Virtual Meeting on June 16, 2020 at which time those items listed on the agenda attached hereto (the "Agenda") will be considered; and

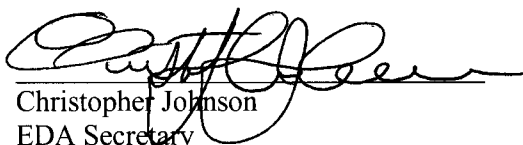
WHEREAS, each of the members of the James City County Economic Development Authority have reviewed each the items listed on the Agenda and have determined that consideration of each is necessary to ensure the continuation of the essential functions of the government during the emergency described in the Ordinance.

NOW, THEREFORE, BE IT RESOLVED that the Economic Development Authority of James City County, Virginia, hereby finds and declares that immediate consideration of each of the items set forth in the Agenda is necessary to ensure the continuation of essential functions of the government during the emergency declared by the Board and further described in the Ordinance.



Vince Campana
EDA Chairman

ATTEST:



Christopher Johnson
EDA Secretary

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
CAMPANA	✓	___	___
MEREDITH	✓	___	___
NICE	✓	___	___
STANKO	___	___	___
STOCKTON	✓	___	___
TINGLE	✓	___	___
TURNER	✓	___	___

Adopted by the Economic Development Authority of James City County, Virginia, this
16th day of June, 2020.