

MINUTES
JAMES CITY COUNTY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING

August 18, 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 4:01 p.m.

ADOPTED
SEP 15 2020

B. ROLL CALL

Vince Campana, Chair
Lynn Meredith
Brandon Nice
Joe Stanko
Carlton Stockton - arrived 4:03 p.m.
Tom Tingle, Vice Chair

Absent
William Turner

Also Attending:
Christopher Johnson, EDA Secretary
Jeff Wiggins, EDA Fiscal Agent
Adam Kinsman, County Attorney
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, August 18, 2020

A motion to Approve the Resolution was made by Tom Tingle; motion Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 2
Ayes: Campana, Meredith, Nice, Stanko, Tingle

Absent: Stockton, 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.

Mr. Tingle requested a Closed Session be added to the Agenda. Mr. Tingle noted the subject was Real Estate Holdings Committee matters and the Committee wished to update the EDA on matters previously discussed.

Mr. Campana noted a Closed Session would be held after consideration of the monthly financial reports.

D. APPROVAL OF MINUTES

Minutes Adoption - July 21, 2020

A motion to Approve was made by Lynn Meredith; motion Passed.
AYES: 6 NAYS: 0 ABSTAIN: 0 ABSENT: 1
Ayes: Campana, Meredith, Nice, Stanko, Stockton, Tingle
Absent: Turner

E. FINANCIAL REPORTS

July 2020 Financial Reports

A motion to Approve was made by Carlton Stockton; motion Passed.
AYES: 6 NAYS: 0 ABSTAIN: 0 ABSENT: 1
Ayes: Campana, Meredith, Nice, Stanko, Stockton, Tingle
Absent: Turner

Mr. Wiggins presented the revenue and expense reports for July 2020 and noted cash available, as of July 31, 2020, was approximately \$572,000.

F. CLOSED SESSION

Enter Closed Session

A motion to enter Closed Session was made by Lynn Meredith; motion Passed.
AYES: 5 NAYS: 0 ABSTAIN: 1 ABSENT: 1
Ayes: Meredith, Nice, Stanko, Stockton, Tingle
Abstain: Campana
Absent: Turner

Mr. Campana noted the next item on the agenda was the Closed Session.

Mr. Johnson reminded the EDA of Mr. Campana's conflict of interest regarding the property at 8925 Columbia Drive.

Mr. Campana confirmed with Mr. Tingle the discussion involved matters that created a conflict of interest for himself and left the meeting upon Mr. Tingle providing such confirmation.

Members of the press in attendance also left the meeting for the Closed Session discussion.

Mr. Tingle, as Vice Chair of the EDA, consulted with Mr. Kinsman and led the EDA into Closed Session in accordance with the Code of Virginia for the purposes of: 1) 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 Virginia Code Section 2.2-3711(A)(5); 2) the investment of public funds to incentivize relocating or expanding companies where competition or bargaining is involved where, if made public initially, the financial interest of the Authority and the County would be adversely affected pursuant to Virginia Code Section 2.2-3711(A)(6); 3) discussion or consideration of the disposition of publicly held real property located at 8925 Columbia Drive, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority pursuant to Virginia Code Section 2.2-3711(A)(3); 4) discussion or consideration of proprietary information related to economic development, voluntarily provided by private business pursuant to a promise of confidentiality from the Authority and used for business development and retention pursuant to Virginia Code Section 2.2-3711(A)(39); and 5) consultation with legal counsel retained by the Authority regarding specific legal matters related to agreements and property owned by the Authority requiring the provision of legal advice by such counsel pursuant to Virginia Code Section 2.2-3711(A)(8).

Mr. Campana and the press were readmitted to the EDA meeting.

Certify Closed Session

A motion to certify the Closed Session was made by Lynn Meredith; motion Passed.

AYES: 5 NAYS: 0 ABSTAIN: 1 ABSENT: 1

Ayes: Meredith, Nice, Stanko, Stockton, Tingle

Abstain: Campana

Absent: Turner

Authorization to Negotiate Sales Agreement

A motion to Authorize staff to negotiate a Sales Agreement on a portion of property at 8925 Columbia Drive was made by Brandon Nice; motion Passed.

AYES: 5 NAYS: 0 ABSTAIN: 1 ABSENT: 1

Ayes: Meredith, Nice, Stanko, Stockton, Tingle

Abstain: Campana

Absent: Turner

Mr. Tingle requested action as a result of EDA discussion in Closed Session. Upon such action being taken, Mr. Campana presided over the remainder of the meeting.

G. NEW BUSINESS

There were no New Business items on the Agenda.

H. OLD BUSINESS

Ms. Sipes reminded the EDA Directors of the discussion held at the July EDA meeting regarding the Annual Celebration of Business event. Ms. Sipes outlined a proposal for the 2020 event that included a virtual event with a Keynote speaker, ideally from the state, followed by a Question and Answer session and finally a presentation of awards. Ms. Sipes noted the event should be no longer than 45 minutes to an hour, and that staff had confirmed Zoom could accommodate up to 300 participants, which exceeded the number usually in attendance for this event. Ms. Sipes also noted that staff was looking at dates in the late October-Thanksgiving timeframe, with an event start time at 4:00 p.m.

Mr. Johnson outlined proposals for awards, which included multiple awards being given in 2020, a departure from the single prestigious award typically given at the annual event. Mr. Johnson noted the EDA Directors and Board of Supervisors (BOS) have voted from a list of nominees in the past; this year staff was recommending EDA Directors and BOS nominate businesses that have demonstrated innovation and resiliency and all businesses nominated would be recognized.

Mr. Stanko suggested the community be given the opportunity to nominate businesses, as well.

Ms. Meredith offered to assist staff with event planning.

I. LIAISON REPORTS

Mr. Campana asked if any of the EDA Directors had a Liaison report to offer.

Mr. Tingle noted the GO Virginia Region 5 Board approved a grant application submitted by the Greater Williamsburg Partnership (GWP) for an update to the regional target sector analysis. Mr. Tingle noted this was the first GO Virginia grant application from GWP and the grant was awarded for the full request of \$36,000.

J. DIRECTOR'S REPORT

Mr. Johnson referred to the report in the Agenda Packet and offered to answer any questions.

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 September 15, 2020


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

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

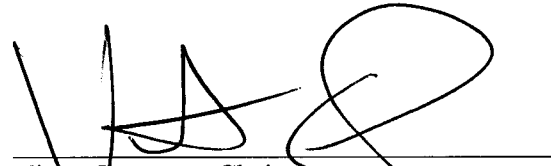
Ayes: Campana, Meredith, Nice, Stanko, Stockton, Tingle

Absent: Turner

At approximately 4:53 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
AUGUST 18, 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

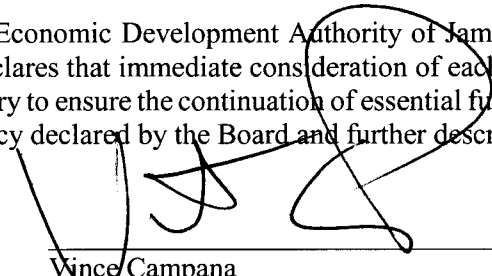
WHEREAS, on April 14, 2020, the Board readopted the continuity of government Ordinance (the "Ordinance"), which, under certain circumstances, permits the Board and its subordinate boards, committees, and commissions to conduct regularly scheduled, special, or emergency meetings solely by electronic or 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 August 18, 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 18th day of August, 2020.

RESOLUTION

CERTIFICATION OF CLOSED MEETING

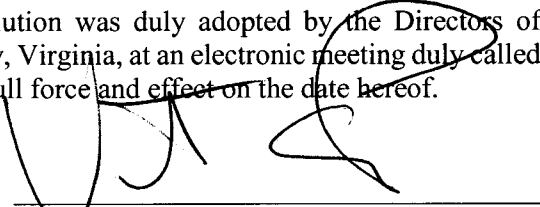
WHEREAS, on August 18, 2020 the Economic Development Authority of James City County, Virginia, (the "Authority") convened an electronic meeting pursuant to the Continuity of Government ordinance adopted by the James City County Board of Supervisors on April 14, 2020; and

WHEREAS, at such electronic meeting, the Authority convened a closed meeting 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) 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 (2) the investment of public funds to incentivize relocating or expanding companies where competition or bargaining is involved where, if made public initially, the financial interest of the Authority and the County would be adversely affected pursuant to Va. Code Section 2.2-3711(A)(6); and (3) discussion or consideration of the disposition of publicly held real property located at 8295 Columbia Drive, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority pursuant to Va. Code Section 2.2-3711(A)(3); and (4) discussion or consideration of proprietary information related to economic development, voluntarily provided by private business pursuant to a promise of confidentiality from the Authority and used for business development and retention pursuant to Va. Code Section 2.2-3711(A)(39); and (5) consultation with legal counsel retained by the Authority regarding specific legal matters related to agreements and property owned by the Authority requiring the provision of legal advice by such counsel pursuant to Va. Code Section 2.2-3711(A)(8).

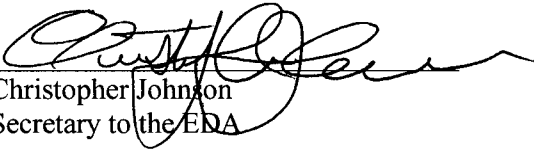
The undersigned hereby certifies that the above resolution was duly adopted by the Directors of the Economic Development Authority of James City County, Virginia, at an electronic meeting duly called and held on August 18, 2020 and that such resolution is in full force and effect on the date hereof.



Vince Campana
Chairman, Economic Development Authority

	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
CAMPANA	_____	_____	_____✓
MEREDITH	_____✓	_____	_____
NICE	_____✓	_____	_____

ATTEST:


Christopher Johnson
Secretary to the EDA

STANKO
STOCKTON
TINGLE
TURNER

<input checked="" type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/>	_____	_____
<input type="checkbox"/>	_____	_____

Adopted by the Economic Development Authority of James City County, Virginia, this 18th day of August, 2020.