

MINUTES
JAMES CITY COUNTY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING

September 15, 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 4:00 p.m.

B. ROLL CALL

Vince Campana, Chair
Lynn Meredith
Brandon Nice
Joe Stanko
Carlton Stockton
Tom Tingle, Vice Chair
William Turner

Also Attending:

Christopher Johnson, EDA Secretary
Jeff Wiggins, EDA Fiscal Agent
Adam Kinsman, County Attorney
Liz Parman, EDA Counsel
Kate Sipes, Assistant Director, Economic Development
Laura Messer, Tourism and Marketing Coordinator, Economic Development

ADOPTED
OCT 20 2020

C. CONTINUATION OF THE ESSENTIAL FUNCTIONS OF GOVERNMENT

Resolution Adoption - EDA Electronic Meeting, September 15, 2020

A motion to Approve the Resolution was made by Lynn Meredith; motion Passed.
AYES: 7 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Campana, Meredith, Nice, Stanko, 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 - August 18, 2020

A motion to Approve was made by Carlton Stockton; motion Passed.
AYES: 7 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Campana, Meredith, Nice, Stanko, Stockton, Tingle, Turner

E. FINANCIAL REPORTS

July 2020 Financial Reports

A motion to Approve was made by Carlton Stockton; motion Passed.
AYES: 7 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Campana, Meredith, Nice, Stanko, Stockton, Tingle, Turner

Mr. Wiggins presented the revenue and expense reports for August 2020 and noted cash available, as of August 31, 2020, was approximately \$574,000.

F. CLOSED SESSION

Mr. Johnson informed the EDA Directors there was no need for the advertised Closed Session.

G. NEW BUSINESS

There were no New Business items on the Agenda.

H. OLD BUSINESS

Ms. Sipes updated the EDA Directors regarding the Annual Celebration of Business event, thanking Ms. Meredith for her assistance and input. Ms. Sipes outlined the proposal that would have a brief welcome, followed by a keynote presentation with Q&A, and ending with a video featuring County businesses. Ms. Sipes added that staff had contacted Mr. Stephen Moret with the Virginia Economic Development Partnership with the invitation to be the keynote speaker at our event and was awaiting confirmation.

Ms. Sipes continued by explaining the idea for the video would be to feature the names of as many businesses as possible, as well as photographs that were submitted by businesses in response to a call for participation. The video would serve as a kick-off for a “support local businesses” marketing effort that would continue into 2021, hopefully in collaboration with local media outlets.

Ms. Sipes noted the EDA budget included funds for the annual event and those funds were typically used for catering costs. Ms. Sipes proposed the funding this year be used for advertising and marketing for the “support local businesses” campaign, and noted if the EDA was agreeable, staff would prepare additional information.

After general discussion, the EDA agreed by consensus to proceed according to the proposal presented.

Mr. Tingle inquired about the timeline for confirming Mr. Moret's availability.

Ms. Sipes noted the annual Virginia Economic Development Association fall conference was days away, and with Mr. Moret and his staff heavily involved in that conference, she would follow up with Mr. Moret the following week in order to secure the keynote as soon as possible.

I. LIAISON REPORTS

Mr. Campana asked if any of the EDA Directors had a Liaison report to offer and there were none.

J. DIRECTOR'S REPORT

Mr. Johnson referred to the report in the Agenda Packet, noting the groundbreaking scheduled for The Maine of Williamsburg as noted in the Director's Report had not taken place due to weather.

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 October 20, 2020

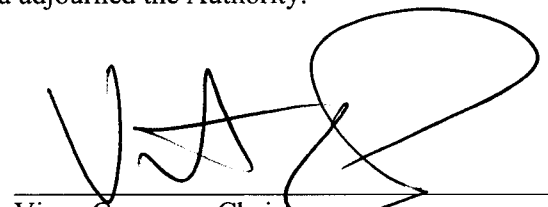
A motion to Adjourn was made by Lynn Meredith; motion Passed.

AYES: 7 NAYS: 0 ABSTAIN: 0 ABSENT: 0

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

At approximately 4:17 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
SEPTEMBER 15, 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

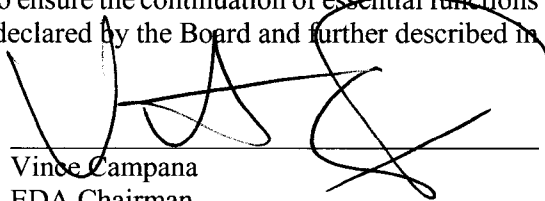
WHEREAS, on April 14, 2020, the Board readopted the continuity of government Ordinance (the "Ordinance"), which, under certain circumstances, permits the Board and its subordinate boards, committees, and commissions to conduct regularly scheduled, special, or emergency meetings solely by electronic or 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 September 15, 2020 at which time those items listed on the agenda attached hereto (the "Agenda") will be considered; and

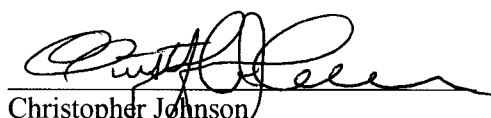
WHEREAS, each of the members of the James City County Economic Development Authority have reviewed each the items listed on the Agenda and have determined that consideration of each is necessary to ensure the continuation of the essential functions of the government during the emergency described in 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 15th day of September, 2020.