

ADOPTED
JUN 15 2021

**MINUTES
JAMES CITY COUNTY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING**

**May 18, 2021
4:00 PM**

THE MEETING WAS HELD ELECTRONICALLY PURSUANT TO THE CONTINUITY OF GOVERNMENT ORDINANCE ADOPTED ON APRIL 14, 2020, AND READOPTED ON SEPTEMBER 8, 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.

B. ROLL CALL

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

Absent:

Joe Stanko

Also Attending:

Sue Sadler, Board of Supervisors' Liaison to the EDA
Christopher Johnson, EDA Secretary
Jeff Wiggins, EDA Fiscal Agent
Max Hlavin, EDA Counsel
Kate Sipes, Assistant Director, Economic Development
Laura Messer, Tourism and Marketing Coordinator, Economic Development
Jenni Tomes, James City County Treasurer

C. CONTINUATION OF THE ESSENTIAL FUNCTIONS OF GOVERNMENT

Resolution Adoption - EDA Electronic Meeting, May 18, 2021

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
Absent: Stanko

Mr. Campana 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

1. Minutes Adoption - April 20, 2021

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

E. FINANCIAL REPORTS

1. April 2021 Financial Reports

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
Absent: Stanko

Mr. Wiggins presented the revenue and expense reports for April 2021.

Mr. Turner requested a balance sheet each month.

Mr. Wiggins agreed to provide a balance sheet each month, noting the information would be limited.

Mr. Tingle acknowledged the limited scope, but agreed with Mr. Turner that having a monthly balance sheet available would be beneficial to the EDA.

Mr. Wiggins noted the cash balance is approximately \$595,000.

F. NEW BUSINESS

1. EDA Fiscal Year 2022 Budget

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
Absent: Stanko

Mr. Stockton presented the draft EDA budget for Fiscal Year 2022, noting increases in projected revenue from Marina Revenue due to the annual escalator and projected expenses in James River Commerce Center maintenance due to an increase last year in owner

association fees. Mr. Stockton also noted a slight increase in the projected cost of the annual audit.

The budget was discussed briefly, with EDA Directors noting no significant changes proposed from last year's budget.

G. CLOSED SESSION

There was no Closed Session.

H. OLD BUSINESS

There was no Old Business.

I. LIAISON REPORTS

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

There were no reports.

Mr. Campana recognized Mr. Tingle, noting his term was ending May 31, 2021, after serving 16 years on the EDA. Mr. Campana read a Resolution of Appreciation in acknowledgement of Mr. Tingle's many contributions to the County and EDA during his tenure.

Ms. Sadler expressed her appreciation and gratitude to Mr. Tingle for his years of service and contributions to James City County and our community.

Members of the EDA echoed gratitude to Mr. Tingle for his leadership and vision, as well as his mentorship of new members of the EDA over the years.

J. DIRECTOR'S REPORT

Mr. Johnson referred to the Director's Report in the packet, noting the upcoming LPGA Pure Silk Championship at Kingsmill Resort.

K. UPCOMING DATES OF INTEREST

The dates for the LPGA Pure Silk Championship at Kingsmill Resort for 2021 are May 20-23.

L. ADJOURNMENT

1. Adjourn until June 15, 2021


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

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


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

Absent: Stanko

At approximately 4:43 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
MAY 18, 2021**

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

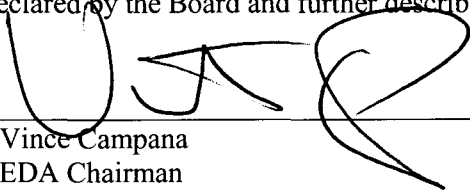
WHEREAS, on April 14, 2020 and again on September 8, 2020 and April 13, 2021, the Board readopted the continuity of government Ordinance (the "Ordinance"), which, under certain circumstances, permits the Board and its subordinate boards, committees, and commissions to conduct regularly scheduled, special, 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 May 18, 2021 at which time those items listed on the agenda attached hereto (the "Agenda") will be considered; and

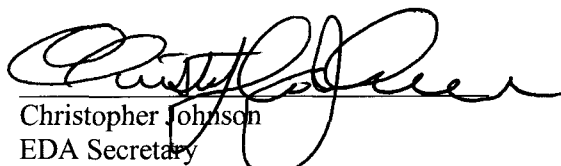
WHEREAS, each of the members of the James City County Economic Development Authority have reviewed each the items listed on the Agenda and have determined that consideration of each is necessary to ensure the continuation of the essential functions of the government during the emergency described in 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	X	---	---
MEREDITH	X	---	---
NICE	X	---	---
STANKO	---	---	---
STOCKTON	X	---	---
TINGLE	X	---	---
TURNER	X	---	---

Adopted by the Economic Development Authority of James City County, Virginia, this 18th day of May, 2021.

RESOLUTION OF APPRECIATION

MR. THOMAS G. TINGLE

WHEREAS, Mr. Thomas G. Tingle has faithfully served as a Director of the Economic Development Authority (EDA) of James City County, Virginia, with honor and integrity, from June 2005 to May 2021; and

WHEREAS, the EDA of James City County benefitted tremendously from the counsel, guidance, knowledge and vision provided by Mr. Tingle; and

WHEREAS, Mr. Tingle provided his leadership countless times as both Vice-Chair and Chair of the EDA throughout his four terms as an EDA Director; and

WHEREAS, Mr. Tingle represented the EDA on several County initiatives including the Business Climate Task Force, and the Comprehensive Plan Steering Committee; and

WHEREAS, Mr. Tingle represented the EDA on multiple outside agencies including the Greater Williamsburg Partnership (GWP), Regional Air Service Enhancement Committee, and GO Virginia; and

WHEREAS, Mr. Tingle has chaired the James River Commerce Center Design Review Board and the EDA's Real Estate Holdings Committee and Nominating Committee; and

WHEREAS, Mr. Tingle was instrumental in supporting multiple accomplishments during his time on the EDA including the establishment of the GWP and the Launchpad Business Incubator; and

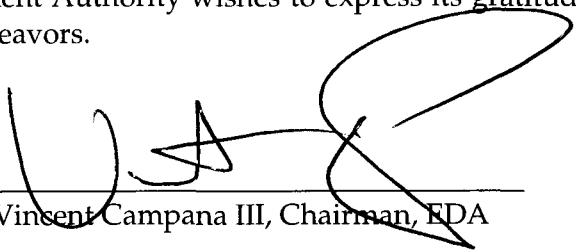
WHEREAS, Mr. Tingle shared his knowledge as both an architect and small business owner bringing his expertise to support continued business growth and development in James City County; and

WHEREAS, throughout his period of service, Mr. Tingle gave freely of his time, energy and knowledge for the betterment of James City County and its citizens.

NOW, THEREFORE, BE IT RESOLVED that the Economic Development Authority of James City County, Virginia, does hereby extend its appreciation for dedicated service to the citizens of the County to

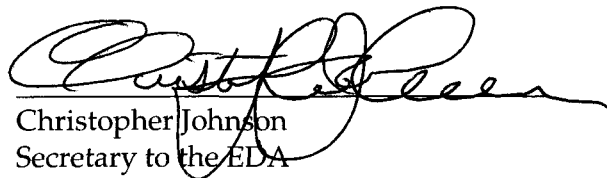
MR. THOMAS G. TINGLE

BE IT FURTHER RESOLVED that the Economic Development Authority wishes to express its gratitude and best wishes to Mr. Tingle in his future endeavors.



Vincent Campana III, Chairman, EDA

ATTEST:



Christopher Johnson
Secretary to the EDA