

MINUTES
JAMES CITY COUNTY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING

December 13, 2022
4:00 PM

A. CALL TO ORDER

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

B. ROLL CALL

Vince Campana, Chair
Lynn Meredith, Vice Chair
Ellen Smith Gajda
Brandon Nice
Joe Stanko
William Turner

ADOPTED
JAN 17 2023

Absent:

Rebecca Mulvain

Also Attending:

Christopher Johnson, Economic Development Authority (EDA) Secretary
Jeff Wiggins, EDA Fiscal Agent
Shawn Gordon, Chief Civil Engineer, General Services

C. APPROVAL OF MINUTES

1. Minutes Adoption - November 15, 2022

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

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

Ayes: Campana, Meredith, Gajda, Nice, Stanko, Turner

Absent: Mulvain

D. FINANCIAL REPORTS

1. November Financial Reports

A motion to Approve was made by Ellen Smith Gajda; motion Passed.

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

Ayes: Campana, Meredith, Gajda, Nice, Stanko, Turner

Absent: Mulvain

Mr. Wiggins presented the revenue and expense reports and informed the EDA the cash balance was approximately \$714,000.

E. CLOSED SESSION

There was no Closed Session.

F. NEW BUSINESS

1. Election of Officers

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

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

Ayes: Campana, Meredith, Gajda, Nice, Stanko, Turner

Absent: Mulvain

Ms. Meredith nominated Ms. Gajda as Chair of the EDA for calendar year 2023.

A motion to Approve was made by Ellen Smith Gajda; motion Passed.

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

Ayes: Campana, Meredith, Gajda, Nice, Stanko, Turner

Absent: Mulvain

Ms. Gajda nominated Ms. Meredith as Vice Chair of the EDA for calendar year 2023.

2. 2023 EDA Meeting Calendar

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

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

Ayes: Campana, Meredith, Gajda, Nice, Stanko, Turner

Absent: Mulvain

Mr. Campana referred to the proposed calendar in the Agenda Packet, with regular meetings scheduled for the third Tuesday of each month at 4:00 p.m.

Mr. Johnson noted the proposed calendar moves the November meeting to the second Tuesday in the month to avoid conflicts with the Thanksgiving holiday.

G. OLD BUSINESS

Mr. Johnson introduced Mr. Shawn Gordon, Chief Civil Engineer for James City County General Services, who provided an overview of upcoming renovations at the James City County Marina which will impact operations at Billsburg Brewery. Mr. Gordon stated that construction activities will provide structural improvements to the Marina building including an added support system for the second floor beneath the Tap Room which will increase capacity when completed. He added that Billsburg General Manager Eric Williams has been involved in planning the construction to occur to provide the least amount of disruption to normal business activities. He added that the brewery Tap Room will remain open until early January 2023 but will be closed temporarily for safety reasons. Brewery operations will allow customers to be served at the enclosed deck and the new pavilion and construction is expected to be complete by the end of January 2023.

Mr. Johnson stated that the overview was being provided to give Directors advance notice of the construction activities and prior to receipt of a formal request from the brewery for consideration of any financial relief proposal at an upcoming EDA meeting when the impact was more certain and measurable.

H. LIAISON REPORTS

There were no liaison reports.

I. DIRECTOR'S REPORT

Mr. Johnson referred to the report in the Agenda Packet noting that a closing date has tentatively been scheduled for the sale of property in the James River Commerce Center, which barring any issue should close before the end of the year. Mr. Johnson noted that staff received a site visit from the Virginia Department of Economic Development and KPMG Consulting for the Virginia Business Ready Sites Program grant application for Hazelwood Farms Enterprise Center. Announcement of the grant recipients is expected by early January 2023. Mr. Johnson also noted that a message from the County Attorney's Office would soon be sent to all Directors for the annual State and Local Statement of Economic Interest forms which are due by the end of January 2023.

J. UPCOMING DATES OF INTEREST

None.

K. ADJOURNMENT

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


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

Ayes: Campana, Meredith, Gajda, Nice, Stanko, Turner

Absent: Mulvain

1. Adjourn until January 17, 2023

At approximately 4:55 p.m., Mr. Campana adjourned the Authority.


Christopher Johnson, Secretary
Economic Development Authority


Ellen Smith Gajda, Chair
Economic Development Authority