

AGENDA
JAMES CITY COUNTY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
101 MOUNTS BAY ROAD, BLDG. D, WILLIAMSBURG, VA 23185
August 19, 2025
4:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES

1. July 15, 2025 Minutes

D. FINANCIAL REPORTS

1. July 2025 Financial Reports

E. CLOSED SESSION

F. NEW BUSINESS

1. Launchpad Update

G. OLD BUSINESS

1. Airshow Sponsorship Update

H. LIAISON REPORTS

I. DIRECTOR'S REPORT

1. August Director's Report

J. UPCOMING DATES OF INTEREST

1. September 16, 2025 - EDA Regular Meeting, 4 p.m.
2. October 9, 2025 - Hampton Roads Workforce Council, 2025 Workforce Innovation Awards, Rivers Casino, Portsmouth, 5:30-7:30 p.m.
3. October 29, 2025 - Hampton Roads Regional Playbook Launch, Sandler Center for the Performing Arts, Virginia Beach, 3-6 p.m.
4. November 13, 2025 - Celebration of Business, The Maine of Williamsburg, 4-6 p.m.

K. ADJOURNMENT

MINUTES
JAMES CITY COUNTY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING

July 15, 2025
4:00 PM

A. CALL TO ORDER

Ms. Meredith called the meeting to order at 4:02 p.m.

B. ROLL CALL

Lynn Meredith, Vice Chair
Vince Campana (arrived at 4:06 p.m.)
Brandon Nice
Joe Stanko
William Turner

Absent:

Ellen Gajda, Chair
Rebecca Mulvain

Also Attending:

Christopher Johnson, Economic Development Authority (EDA) Secretary
Jeff Wiggins, EDA Fiscal Agent
Heron Weidner, Airport Manager, Waltrip Williamsburg Executive Airport
Heather Harmon, Marketing and Client Development Manager, Henderson, Inc.

C. APPROVAL OF MINUTES

1. Minutes Adoption - April 15, 2025

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

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 3

Ayes: Meredith, Nice, Stanko, Turner

Absent: Gajda, Campana, Mulvain

D. FINANCIAL REPORTS

Mr. Nice had to leave the meeting at 4:04 p.m.

Mr. Campana arrived during the discussion of the April Financial Reports.

1. April 2025 Financial Reports

A motion to Approve was made by Joe Stanko; motion Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 3

Ayes: Meredith, Campana, Stanko, Turner

Absent: Gajda, Mulvain, Nice

2. May 2025 Financial Reports

A motion to Approve was made by Joe Stanko; motion Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 3

Ayes: Meredith, Campana, Stanko, Turner

Absent: Gajda, Mulvain, Nice

3. June 2025 Financial Reports

A motion to Approve was made by Joe Stanko; motion Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 3

Ayes: Meredith, Campana, Stanko, Turner

Absent: Gajda, Mulvain, Nice

Mr. Wiggins presented the revenue and expense reports for April, May, and June and stated that the cash balance at the end of Fiscal Year 2025 was \$2,527,400.83. Total revenues for the month of April were \$14,973.67 and included Local Government Investment Pool (LGIP) interest and Billsburg Brewery (Billsburg) rent. There were no expenses in the month of April. Total revenues for the month of May were \$14,704.02 and included LGIP interest and Billsburg rent. The only expense was \$1,591.57, which was the James City County share of the Annual Business Appreciation Event held at the Yorktown Freight Shed this year. Total revenues for the month of June were \$23,843.68 and included two months of LGIP interest and the Billsburg rent. Given that the County's Fiscal Year ends on June 30, LGIP interest for July is reported with the June Financial Reports. There were no expenses in the month of June.

Ms. Meredith asked if it was possible to receive a year-to-date summary of expenses as a percentage of the adopted budget for each line item.

Mr. Wiggins stated that this information was included in the Expense Report each month and he would draw attention to it going forward.

Mr. Stanko asked what amount of the cash balance was included in the LGIP account and what the current rate of return was for that account.

Mr. Wiggins stated that approximately \$2,445,000 was included in the LGIP account and the rate of return changes daily. He stated he would ask the Assistant Treasurer Cameron Boone for the monthly average.

Mr. Johnson stated that the beginning of a new fiscal year typically included several annual support payments, such as Launchpad, and the mailing of bond fee invoices. Mr. Johnson stated staff would recommend a transfer to LGIP at a future meeting once the bond income and larger support payments have been made.

E. CLOSED SESSION

There was no Closed Session.

F. NEW BUSINESS

1. Waltrip Williamsburg Executive Airport (KJGG) Sponsorship Request

A motion to Approve a \$5,000 “Beechcraft” sponsorship for the 55th Anniversary Airshow at KJGG contingent upon obtaining all required County permits and approvals was made by Vince Campana; motion Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 3

Ayes: Meredith, Campana, Stanko, Turner

Absent: Gajda, Mulvain, Nice

Mr. Johnson introduced KJGG Airport Manager Ms. Heron Weidner and Henderson, Inc. Marketing and Client Development Manager Ms. Heather Harmon who provided a presentation on the 55th Anniversary Airshow scheduled to occur at KJGG on September 20-21, 2025.

Ms. Harmon highlighted the marketing efforts and logistical challenges of scheduling an airshow at a privately owned and operated airport and referenced a range of sponsorship opportunities for the event.

Mr. Turner asked about the anticipated economic impact of the airshow.

Ms. Harmon stated that the 50th Anniversary event held at KJGG occurred during the pandemic and drew over 1,000 people when there was no airshow and very little publicity.

Ms. Meredith asked how the anticipated attendance of 3,000-5,000 was determined.

Ms. Weidner stated that the annual Culpeper Airshow is a single-day event that features military aircraft demonstrations, not aerial stunts and parachute teams, and draws around 7,000 people. She stated that the Naval Air Station Oceana Airshow will be occurring the same weekend in Virginia Beach and her communication with that shows air boss led KJGG to viewing the two events as complimentary to one another. Ms. Weidner stated if the airshow became a recurring event, it would likely move to a later month in the year, likely October.

Mr. Stanko asked if KJGG is a for-profit airport and whether the sponsorship package perks represented a conflict of interest should the EDA vote to sponsor the event.

Mr. Johnson stated that the sponsorship perks did not represent a conflict of interest and should be viewed as like what was received when the EDA sponsored the Ladies Professional Golf Association event at Kingsmill. The various sponsorship packages offer opportunities for the EDA Directors to interact with both existing businesses and prospective businesses. He noted the packages also created awareness of opportunities of doing business in the County and could create the need to expand the hangar facilities at KJGG.

Mr. Turner asked whether the economic incentive provided to KJGG several years ago led to the development of any new hangars at KJGG and an increase in aircraft being housed locally.

Mr. Johnson stated that KJGG did add a second T-hangar building which now was used by 20 privately-owned aircraft. The adopted KJGG Master Plan showed several additional T-hangar buildings could be built adjacent to the two existing T-hangar buildings.

Ms. Meredith asked what other organizations have been approached to sponsor the event and what sponsorships have been secured to date.

Ms. Harmon stated that the *Williamsburg-Yorktown Daily (WY Daily)* had purchased a \$15,000 sponsorship, the York County EDA and Visit Williamsburg each approved \$2,500 sponsorships, and the Greater Williamsburg Hotel & Motel Association approved a \$1,000 sponsorship.

Mr. Campana asked when tickets would go on sale for the event.

Ms. Weidner stated that tickets sales went live online through the KJGG website this past weekend.

Mr. Johnson thanked Ms. Weidner and Ms. Harmon for their presentation and stated that he would notify them if the EDA approved sponsorship for the event.

Ms. Weidner and Ms. Harmon left the meeting.

A general discussion ensued among the Directors regarding the EDA mission statement, past sponsorship of other events including the LPGA Golf Tournament at Kingsmill and the Shop Local Boost Program, the benefits and costs of various sponsorship packages, and any precedent that would be set by sponsorship if the event became a recurring event in future years. The consensus among the Directors was to support a sponsorship that recognized KJGG's important role in the development of the County and its industrial tax base, the value of being ambassadors to both current and prospective businesses who may be in attendance at the event, and the importance of making sure that all County permits and approvals were secured in advance of the event.

2. 2025 Celebration of Business Update

Mr. Johnson provided an update on the planning for the 2025 Celebration of Business which is scheduled to be held on Thursday, November 13, 2025, from 4-6 p.m. at The Maine of Williamsburg (The Maine). A rental agreement has been signed with The Maine for a return engagement. It was anticipated that the same caterer would be solicited again as staff at The Maine, Williamsburg Concessions & Catering, and the Office of Economic Development have developed a good relationship working together these past three years. Several County businesses were celebrating significant anniversaries this year.

G. OLD BUSINESS

There was no old business.

H. LIAISON REPORTS

There were no liaison reports.

I. DIRECTOR'S REPORT

Mr. Johnson referred to the report in the Agenda Packet and congratulated Ms. Ellen Gajda and Mr. Brandon Nice for their reappointment of four-year terms on the EDA by the Board of Supervisors. He also noted that two County businesses, Tabitha Sewer Studio and Colonial Aesthetics & Wellness, were co-winners of the Early-Stage Business of the Year Award at the Greater Williamsburg Chamber of Commerce Annual Business Awards on June 18 at the Yorktown Freight Shed. Also winning awards were Mr. Ron Campana of

Campana Waltz Commercial Real Estate -West as Entrepreneur of the Year and Ms. Elise Campana as both Membership Star of the Year and Emerging Leader of the Year.

J. UPCOMING DATES OF INTEREST

Mr. Johnson noted that the next EDA Regular Meeting was Tuesday, August 19 at 4 p.m.

K. ADJOURNMENT

A motion to Adjourn was made by Vince Campana; motion Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 3

Ayes: Meredith, Campana, Stanko, Turner

Absent: Gajda, Mulvain, Nice

1. Adjourn until August 19, 2025

At approximately 5:25 p.m., Ms. Meredith adjourned the Authority.

Christopher Johnson, Secretary
Economic Development Authority

Lynn Meredith, Vice Chair
Economic Development Authority

YEAR-TO-DATE BUDGET REPORT

FOR 2026 01

ACCOUNTS FOR: 300	EDA							
ORIGINAL	APPROP	REVISED	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
259 EDA Operating								
300-259-0200-				Advertising				
	2,500.00	2,500.00		0.00	0.00	0.00	2,500.00	.0%
300-259-0205-				Promotion				
	90,000.00	90,000.00		1,000.00	1,000.00	0.00	89,000.00	1.1%
300-259-0220-				Travel And Training				
	2,500.00	2,500.00		0.00	0.00	0.00	2,500.00	.0%
300-259-0235-				Annual Audit				
	14,500.00	14,500.00		0.00	0.00	14,099.00	401.00	97.2%
300-259-0318-				Supplies/Materials				
	250.00	250.00		0.00	0.00	0.00	250.00	.0%
300-259-5900-				Regional Econ Devel Support				
	34,500.00	34,500.00		34,500.00	34,500.00	0.00	0.00	100.0%
300-259-5902-				VA High Speed Rail				
	1,000.00	1,000.00		0.00	0.00	0.00	1,000.00	.0%
300-259-5903-				Property Association Dues				
	7,000.00	7,000.00		0.00	0.00	0.00	7,000.00	.0%
300-259-5904-				Mainland Farm Oper Expenses				
	500.00	500.00		0.00	0.00	0.00	500.00	.0%
300-259-5913-				Small Business Assistance				
	88,524.00	88,524.00		0.00	0.00	0.00	88,524.00	.0%
300-259-5915-				Marina Property				
	101.00	101.00		0.00	0.00	0.00	101.00	.0%
TOTAL EDA Operating	241,375.00	241,375.00		35,500.00	35,500.00	14,099.00	191,776.00	20.5%
TOTAL EDA	241,375.00	241,375.00		35,500.00	35,500.00	14,099.00	191,776.00	20.5%
TOTAL EXPENSES	241,375.00	241,375.00		35,500.00	35,500.00	14,099.00	191,776.00	

YEAR-TO-DATE BUDGET REPORT

FOR 2026 01

ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
GRAND TOTAL						
241,375.00	241,375.00	35,500.00	35,500.00	14,099.00	191,776.00	20.5%
** END OF REPORT - Generated by Jeffrey wiggins **						

YEAR-TO-DATE BUDGET REPORT

FOR 2026 01

ACCOUNTS FOR: 300 EDA						
ORIGINAL ESTIM REV	REVISED ESTIM REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE		REMAINING REVENUE	% COLL
305 Use Of Money & Property						
300-305-3511-		Interest Revenue				
-90,000.00	-90,000.00	0.00	0.00		-90,000.00	.0%
TOTAL Use Of Money & Property						
-90,000.00	-90,000.00	0.00	0.00		-90,000.00	.0%
308 Charges For Services						
300-308-3400-		Lease Income				
-14,725.00	-14,725.00	0.00	0.00		-14,725.00	.0%
TOTAL Charges For Services						
-14,725.00	-14,725.00	0.00	0.00		-14,725.00	.0%
309 Miscellaneous						
300-309-3970-		Marina Property				
-70,000.00	-70,000.00	-5,833.33	-5,833.33		-64,166.67	8.3%
300-309-3972-		Bond Fee Revenue				
-66,650.00	-66,650.00	0.00	0.00		-66,650.00	.0%
TOTAL Miscellaneous						
-136,650.00	-136,650.00	-5,833.33	-5,833.33		-130,816.67	4.3%
TOTAL EDA						
-241,375.00	-241,375.00	-5,833.33	-5,833.33		-235,541.67	2.4%
TOTAL REVENUES						
-241,375.00	-241,375.00	-5,833.33	-5,833.33		-235,541.67	

YEAR-TO-DATE BUDGET REPORT

FOR 2026 01

ORIGINAL	ESTIM REV	REVISED ESTIM REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	% COLL
GRAND TOTAL						
-241,375.00		-241,375.00	-5,833.33	-5,833.33	-235,541.67	2.4%
** END OF REPORT - Generated by Jeffrey Wiggins **						

BALANCE SHEET FOR 2026 1

FUND: 300 EDA			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
300401	0000	General Cash	39,962.23	104,570.36
300401	0008	LGIP Investment	.00	2,462,792.70
300413	8250	Misc Receivables	-69,628.90	2,084.98
300415	8275	Lease Receivable	.00	651,349.54
300415	8276	Lease Interest Receivable	.00	3,034.20
300422	8013	Due From JCC-LT Debt	.00	124,315,711.18
300455	0814	Land Improvements	.00	237,988.25
300455	0819	Buildings	.00	290,094.53
300455	0820	Accum Deprec-Buildings	.00	-55,682.58
300455	0831	Infrastructure	.00	159,396.04
300455	0832	Accum Deprec-Infrastructure	.00	-40,815.78
300455	0837	Accum Deprec-Land Improvements	.00	-91,516.26
300470	6028	Deferred Loss On Refunding	.00	-1,730,840.45
300470	6029	Deferred Loss Refund Acc Amort	.00	708,371.07
TOTAL ASSETS			-29,666.67	127,016,537.78
LIABILITIES				
300504	6036	Bond Premium	.00	-21,417,672.60
300504	6038	Accum Amort Bond Premium	.00	11,186,983.57
300504	6046	LR Bonds Payable	.00	-112,860,000.00
300508	6007	Interest Payable	.00	-202,552.77
300585	0920	Deferred Inflow-Leases	.00	-580,660.42
TOTAL LIABILITIES			.00	-123,873,902.22
FUND BALANCE				
300601	6140	Net Pos - Net Invmt Cap Assets	.00	-499,464.20
300601	6142	Net Pos - Unrestricted	.00	-2,672,838.03
300601	6150	Revenue-Year To Date	-5,833.33	-5,833.33

BALANCE SHEET FOR 2026 1

FUND: 300 EDA		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
FUND BALANCE			
300-601-6150-			
300601 6151	Expenditures-Year To Date	35,500.00	35,500.00
300-601-6151-			
300601 6152	Encumbrances-Year To Date	14,099.00	14,099.00
300-601-6152-			
300601 6909	Budgetary FB Res for Encumbran	-14,099.00	-14,099.00
300-601-6909-			
TOTAL FUND BALANCE		29,666.67	-3,142,635.56
TOTAL LIABILITIES + FUND BALANCE		29,666.67	-127,016,537.78

** END OF REPORT - Generated by Jeffrey Wiggins **

MEMORANDUM

DATE: August 19, 2025

TO: The Economic Development Authority

FROM: Christopher M. Johnson, Director of Economic Development

SUBJECT: Director's Report, July-August 2025

The Resilience Adaptation Feasibility Tool (RAFT) Project - Staff from the University of Virginia Institute for Engagement & Negotiation, Virginia Tech Coastal Collaborator, and Old Dominion University Institute for Coastal Adaptation and Resilience have initiated a partnership with localities in the Historic Triangle and the Hampton Roads Planning District Commission (HRPDC). Their goal is to help Virginia's localities and tribal nations improve environmental, economic, and social resilience to climate change and other stresses. Input has been gathered from stakeholders through focus groups, interviews, and surveys to identify the resilience challenges, hopes, and needs of our region. The next step is a community workshop on Aug. 18 at the James City County Recreation Center from 4-7 p.m. where three to five priorities will be selected for implementation over the next year with support from the universities, state agencies, and other resources.

Ribbon Cutting Ceremonies - Body Balance Studio celebrated its grand opening on July 29 at 370 McLaws Circle in the Busch Corporate Center; Custom Builder Supply will celebrate its renovation on Aug. 19 at 9 a.m., 4556 John Tyler Highway; Wawa is scheduled to hold a grand opening on Aug. 20 at 8 a.m., 4007 Ironbound Road; Jamestown 4-H Educational Center will celebrate its renovation with a ribbon cutting ceremony on Aug. 29 at 9 a.m., 3751 4-H Club Road; Bdefined Fitness will celebrate its 20th Anniversary with a ribbon cutting ceremony on Sept. 8, 2025 at 12 p.m., 5207 Center Street.

Regional Events/Initiatives:

- Staff participated in a Virginia Department of Economic Development (VEDP) Local and Regional Competitiveness Roundtable on July 17.
- Staff presented an overview of the economic development Project Pipeline and review process to the Board of Supervisors at its Business Meeting on July 22.
- Staff participated in a regional meeting of the Start Peninsula Committee on July 23.
- Staff participated in a Launchpad locality partner meeting on July 25.
- Staff provided an overview of economic development in James City County to Powhatan District Board of Supervisors candidate Ms. Ti'Juana Gholson on July 25.
- Mr. Johnson was interviewed by Digby Solomon of *Williamsburg Watch* on July 25.
- Staff met with Williamsburg-James City County Schools Career Coach Sherri Thrift on July 25 to begin planning the 2025 Manufacturing Day Tours for the three local high schools this fall.
- Staff presented an overview of economic development and recent project wins to the State Council of Higher Education for Virginia (SCHEV) on July 28 at William & Mary Batten Hall.
- Ms. Beth Cook, Assistant Director of Economic Development, led a familiarization tour of County industrial sites and buildings for a group of staff from the Hampton Roads Alliance on Aug. 4.
- Staff participated in a Regional Economic Development (RED) team meeting at the Hampton Roads Alliance on Aug. 7.
- Staff met with Mr. Peter LePage of SCORE on Aug. 11 to review the challenges that the organization faces with funding beginning next year.

Upcoming Dates of Interest:

- Aug. 18 - RAFT Community Workshop, James City County Recreation Center, 5301 Longhill Road, 4-7 p.m.
- Sept. 3 - Start Peninsula, Pitch Perfect No. 3, online from 6-8 p.m.
- Sept. 3, 10, 17, and 24, 2025 - New Town Tunes Concert Series, Sullivan Square, 5-8 p.m.
- Oct. 9 - Hampton Roads Workforce Council 2025 Workforce Innovation Awards, 5:30-7:30 p.m. at Rivers Casino Portsmouth.
- Oct. 25, 2025 - The Walk to End Alzheimer's, New Town Gazebo, 10 a.m.
- Nov. 13, 2025 - Celebration of Business, The Maine of Williamsburg, 4-6 p.m.
- Dec. 7, 2025 - Rockin' Retro Christmas Parade, 5 p.m.

CMJ/ap

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