

A G E N D A
JAMES CITY COUNTY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
May 18, 2021
4:00 PM

A. CALL TO ORDER

1. The meeting will be held electronically pursuant to the Continuity of Government Ordinance adopted by the Board of Supervisors on April 14, 2020 and readopted on September 8, 2020 and April 13, 2021. The meeting will have a live audio broadcast accessible through Zoom. Citizen comments may be submitted via email to EDA Secretary Christopher Johnson at Christopher.Johnson@jamescitycountyva.gov.
2. Join Zoom Meeting

B. ROLL CALL

1. Roll Call
2. Electronic Meeting Resolution

C. APPROVAL OF MINUTES

1. Minutes for Approval - April 20, 2021

D. FINANCIAL REPORTS

1. Financial Reports - April 2021

E. CLOSED SESSION

F. NEW BUSINESS

1. EDA FY22 Proposed Budget

G. OLD BUSINESS

H. LIAISON REPORTS

I. DIRECTOR'S REPORT

1. Director's Report

J. UPCOMING DATES OF INTEREST

1. LPGA Pure Silk Championship - May 20-23, 2021

K. ADJOURNMENT

ITEM SUMMARY

DATE:

TO:

FROM:

SUBJECT:

REVIEWERS:

Department	Reviewer	Action	Date
Economic Development Authority Clerk	Sipes, Kate	Approved	5/11/2021 - 2:43 PM

ITEM SUMMARY

DATE: 5/18/2021

TO: The Economic Development Authority

FROM: Christopher Johnson- EDA Secretary

SUBJECT: Join Zoom Meeting

Join Zoom Meeting
<https://us02web.zoom.us/j/83198806545>

Meeting ID: 831 9880 6545

Dial-in audio (choose any):

+1 301 715 8592
+1 312 626 6799
+1 646 558 8656
+1 253 215 8782
+1 346 248 7799
+1 669 900 9128

Meeting ID: 831 9880 6545

REVIEWERS:

Department	Reviewer	Action	Date
Economic Development Authority Clerk	Sipes, Kate	Approved	5/11/2021 - 2:43 PM

ITEM SUMMARY

DATE: 5/18/2021

TO: The Economic Development Authority

FROM: Christopher Johnson- EDA Secretary

SUBJECT: Electronic Meeting Resolution

ATTACHMENTS:

	Description	Type
	Electronic Meeting Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Economic Development Authority Clerk	Sipes, Kate	Approved	5/11/2021 - 2:44 PM

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	_____	_____	_____
MEREDITH	_____	_____	_____
NICE	_____	_____	_____
STANKO	_____	_____	_____
STOCKTON	_____	_____	_____
TINGLE	_____	_____	_____
TURNER	_____	_____	_____

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

ITEM SUMMARY

DATE: 5/18/2021

TO: The Economic Development Authority

FROM: Christopher Johnson- EDA Secretary

SUBJECT: Minutes for Approval - April 20, 2021

ATTACHMENTS:

	Description	Type
	Minutes for Adoption	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Economic Development Authority Clerk	Sipes, Kate	Approved	5/11/2021 - 2:44 PM

MINUTES
JAMES CITY COUNTY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING

April 20, 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 - joined at 4:05 p.m.
Brandon Nice
Joe Stanko - joined at 4:04 p.m.
Carlton Stockton
Tom Tingle

Absent:
William Turner

Also Attending:
Sue Sadler, Board of Supervisors' Liaison to the EDA
Christopher Johnson, EDA Secretary
Jeff Wiggins, EDA Fiscal Agent
Adam Kinsman, EDA Counsel
Kate Sipes, Assistant Director, Economic Development
Laura Messer, Tourism and Marketing Coordinator, Economic Development
Jenni Tomes, James City County Treasurer
Cheryl Cochet, Assistant Director, Financial Management Services
Chris Kulp, Partner, Hunton Andrews Kurth LLP
Courtney Rogers, Senior Vice President, Davenport & Company

C. CONTINUATION OF THE ESSENTIAL FUNCTIONS OF GOVERNMENT

Resolution Adoption - EDA Electronic Meeting, April 20, 2021

A motion to Approve the Resolution was made by Tom Tingle; motion Passed.

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

Ayes: Campana, Nice, Stockton, Tingle

Absent: Meredith, Stanko, Turner

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 - March 16, 2021

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

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

Ayes: Campana, Nice, Stockton, Tingle

Absent: Meredith, Stanko, Turner

E. FINANCIAL REPORTS

1. March 2021 Financial Reports

A motion to Approve was made by Carlton Stockton; motion Passed.

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

Ayes: Campana, Nice, Stockton, Tingle

Absent: Meredith, Stanko, Turner

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

F. NEW BUSINESS

1. Bond Refinancing

A motion to Approve the resolution 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. Johnson introduced Ms. Cheryl Cochet, Assistant Director, Financial and Management Services, who informed the EDA of the County's intention to refinance lease revenue bonds issued in 2012 in the amount of \$26.38 million. Ms. Cochet reminded the EDA the original purpose for the bonds was new Heating, Ventilating, Air Conditioning (HVAC), new roof, and other improvements to James River Elementary School, Toano Middle School, and Lafayette High School, as well as a refinancing of a previous bond for new 911 equipment and the replacement of Fire Station #1. Ms. Cochet then introduced Mr. Courtney Rogers.

Mr. Rogers informed the EDA the outstanding balance of the lease revenue bonds was currently approximately \$13.2 million, with a call date of June 15, 2021. Mr. Rogers noted the estimated savings from refinancing was approximately \$1.4 million and in his capacity as financial advisor to the County he was recommending the County pursue competitive public market sale. Mr. Rogers explained the matter was scheduled to be considered by the Board of Supervisors at the meeting on April 27, 2021 and estimated closing would be around May 27, 2021 if approved.

Mr. Tingle asked about the window of opportunity for refinancing the bonds.

Mr. Rogers offered the response as 90 days from the call date.

Mr. Kulp introduced himself as Bond Counsel, and directed the EDA to the resolution in the Agenda Packet. Mr. Kulp reminded the Directors that the EDA is a conduit issuer and that no EDA assets were at risk and there was no personal liability for the debt on the part of the EDA Directors.

Mr. Kulp noted the final maturity date for the bonds was 2033 and that will not change with the refinancing, as the debt was not being extended for a longer period of time but rather a lower interest rate.

Mr. Tingle asked if this refinancing affected the EDA's ability to issue other bonds.

Mr. Kulp responded that a refinancing does not count against the amount of new Bank Qualified bond deals the EDA is permitted to issue each calendar year.

Mr. Campana confirmed the potential savings was over \$1 million.

Mr. Stanko added to Mr. Campana's question by asking if those savings were calculated above the cost of reissuance.

Mr. Rogers responded yes to both Mr. Campana and Mr. Stanko.

2. Enterprise Zone Grants

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

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

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

Absent: Turner

Ms. Sipes referred to the memorandum in the Agenda Packet, which listed qualified Enterprise Zone incentives for Fiscal Year (FY) 2021. Ms. Sipes reminded the EDA that the Enterprise Zone had expired and noted these were the last few remaining projects. Ms. Sipes noted all four remaining projects are in Year 4 of the 5-year program and next year would be the final year for incentive payments under the Enterprise Zone Program.

There was a general discussion about the positive results from the program.

Mr. Stanko asked if the County was looking to re-establish the program.

Ms. Sipes responded that it was a result of action taken by the Virginia legislature that reduced the number of Enterprise Zones across the state and made it very difficult for the County to re-qualify for the program. Ms. Sipes noted that staff keeps informed of changes to the program each year and would pursue an opportunity if one became available to return to the program or participate in a new program offered by the state.

G. CLOSED SESSION

There was no Closed Session.

H. OLD BUSINESS

1. Start Peninsula Update

Ms. Messer provided an update for the entrepreneurial start-up competition, noting three-year memberships were offered by Launchpad to the Top 3 winners last year, and Launchpad had recently confirmed the offer would be valid again this year. Ms. Messer noted the second micro-pitch event was scheduled for April 21, 2021 at 6:00 p.m. and was scheduled as a virtual event. She noted the committee learned last year that summer events were not well-attended, so the third micro-pitch event was scheduled for September and Mr. Turner was serving as a judge for the September event.

2. Ladies Professional Golf Association Update

Ms. Messer explained the changes being made for this year's event due to COVID-19 restrictions. Economic Development typically invites over 350 people to the Skybox; this year staff needs to restrict that number to about 130. Ms. Messer noted staff had discussed several details with Ms. Meredith, who had volunteered to assist with the event this year. The invitations will once again be digital, with guests having the option of reserving a single ticket or a pair of tickets for one day of the event. Instead of a Skybox, our guests will be permitted on the patio of the Eagles Clubhouse, along with guests of the City of Williamsburg and York County, as part of their sponsorship packages. Event management will be responsible for selecting and paying for the food offered on the patio and each guest will be provided two drink tickets. Staff is reserving one ticket per event day for an EDA member, a staff member, a member of County Administration, and a member of the Board of Supervisors; accounting for these four tickets the EDA will be able to accommodate 20 additional guests each day.

There was general discussion regarding the changes and gratitude that the event is being held this year.

3. Greater Williamsburg Partnership Target Sector Industry Study Update

Mr. Johnson reminded the EDA of Ms. Gilbreath's presentation last month, noting the final version of the Target Sector Industry Study Update had not yet been available at that time. Mr. Johnson then referred to the Executive Summary of the Study included in the Agenda Packet, noting the entire document is available upon request.

I. LIAISON REPORTS

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

Mr. Tingle shared the Real Estate Holdings Committee had met earlier in the day and had a Closed Session discussion related to the sales negotiation discussed at last month's EDA meeting. Mr. Tingle noted there was no further discussion or action needed by the EDA at this time and negotiations were in progress.

Mr. Stockton shared that he had met with staff to develop a draft EDA budget for FY22, which will be presented next month for EDA consideration. Mr. Stockton noted there were few changes anticipated. The exceptions included Marina Revenue, which was expected to increase. With regard to expenses, dues in the James River Commerce Center increased last year, which will need to be accounted for in the upcoming budget.

J. DIRECTOR'S REPORT

Mr. Johnson referred to the Director's Report in the packet, noting two upcoming Ribbon Cuttings and a possible second round of funding for businesses funded with the VA30Day program.

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 May 18, 2021

A motion to Adjourn was made by Carlton Stockton; motion Passed.

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

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

Absent: Turner

At approximately 4:43 p.m., Mr. Campana adjourned the Authority.

Christopher Johnson, Secretary
Economic Development Authority

Vince Campana, Chair
Economic Development Authority

ITEM SUMMARY

DATE: 5/18/2021

TO: The Economic Development Authority

FROM: Jeffrey Wiggins - EDA Fiscal Agent

SUBJECT: Financial Reports - April 2021

ATTACHMENTS:

	Description	Type
☐	Revenue Report	Exhibit
☐	Expenditure Report	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Economic Development Authority Clerk	Sipes, Kate	Approved	5/12/2021 - 9:34 AM

**JAMES CITY COUNTY
REVENUE- ALL FUNDS**

11-May-21

James City County

jccRev: Year (2021) Period (10)

Ledger ID	Ledger Description	Revised Budget	MTD Realized	YTD Realized	Unrealized	Actual %
<u>(021) EDA</u>						
<u>(305) Use of Money & Prop</u>						
021-305-3511	INTEREST REVENUE	\$3,500.00	\$0.00	\$3,191.98	\$308.02	91.20%
	Subtotal (305) Use of Money & Prop:	\$3,500.00	\$0.00	\$3,191.98	\$308.02	91.20%
<u>(308) Charges for Services</u>						
021-308-3400	LEASE INCOME	\$14,725.00	\$0.00	\$14,725.00	\$0.00	100.00%
	Subtotal (308) Charges for Services:	\$14,725.00	\$0.00	\$14,725.00	\$0.00	100.00%
<u>(309) Miscellaneous</u>						
021-309-3972	BOND FEE REVENUE	\$15,000.00	\$0.00	\$14,006.25	\$993.75	93.38%
021-309-5915	MARINA PROPERTY	\$49,173.00	\$7,472.72	\$42,263.64	\$6,909.36	85.95%
	Subtotal (309) Miscellaneous:	\$64,173.00	\$7,472.72	\$56,269.89	\$7,903.11	87.68%
<u>(398) Carryforwards</u>						
021-398-3705	CARRYFORWARD ENCUMBRANCES	\$9,775.00	\$0.00	\$0.00	\$9,775.00	0.00%
	Subtotal (398) Carryforwards:	\$9,775.00	\$0.00	\$0.00	\$9,775.00	0.00%
<u>(399) Fund Balance</u>						
021-399-3100	FUND BALANCE	\$29,730.00	\$0.00	\$0.00	\$29,730.00	0.00%
	Subtotal (399) Fund Balance:	\$29,730.00	\$0.00	\$0.00	\$29,730.00	0.00%
	Subtotal (021) EDA:	\$121,903.00	\$7,472.72	\$74,186.87	\$47,716.13	60.86%

JAMES CITY COUNTY
EXPENDITURES- ALL FUNDS

James City County

11-May-21

jccExp: Year (2021) Period (10)

Ledger ID	Ledger Description	TOTAL BUDGET	MTD EXPENSES	ENCUMBRANCES	YTD EXPENSES	BALANCE	ACTUAL %
(021) EDA							
(259) EDA Operating							
021-259-0200	ADVERTISING	\$500.00	\$0.00	\$0.00	\$506.00	(\$6.00)	101.20%
021-259-0205	PROMOTION	\$45,701.00	\$0.00	\$0.00	\$6,700.90	\$39,000.10	14.66%
021-259-0220	TRAVEL AND TRAINING	\$1,000.00	\$0.00	\$0.00	\$150.00	\$850.00	15.00%
021-259-0222	LOCAL TRAVEL	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
021-259-0235	ANNUAL AUDIT	\$10,726.00	\$0.00	\$0.00	\$10,581.00	\$145.00	98.65%
021-259-0319	OFFICE SUPPLIES	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
021-259-0710	LEGAL SERVICES	\$6,000.00	\$500.00	\$0.00	\$5,000.00	\$1,000.00	83.33%
021-259-5900	REGIONAL ECON DEVEL SUPPORT	\$34,500.00	\$0.00	\$0.00	\$34,500.00	\$0.00	100.00%
021-259-5902	VA HIGH SPEED RAIL	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
021-259-5903	JAMES RIVER COMMERCE CTR-OPS	\$21,575.00	\$0.00	\$9,775.00	\$9,369.30	\$2,430.70	88.73%
021-259-5904	MAINLAND FARM OPER EXPENSES	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
021-259-5915	MARINA PROPERTY	\$101.00	\$0.00	\$0.00	\$0.00	\$101.00	0.00%
Subtotal (259) EDA Operating:		\$121,903.00	\$500.00	\$9,775.00	\$66,807.20	\$45,320.80	62.82%

JAMES CITY COUNTY

James City County

EXPENDITURES- ALL FUNDS

11-May-21

jccExp: Year (2021) Period (10)

Ledger ID	Ledger Description	TOTAL BUDGET	MTD EXPENSES	ENCUMBRANCES	YTD EXPENSES	BALANCE	ACTUAL %
	Subtotal (021) EDA:	\$121,903.00	\$500.00	\$9,775.00	\$66,807.20	\$45,320.80	62.82%

ITEM SUMMARY

DATE: 5/18/2021

TO: The Economic Development Authority

FROM: Christopher Johnson- EDA Secretary

SUBJECT: EDA FY22 Proposed Budget

ATTACHMENTS:

	Description	Type
	FY22 Draft Budget	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Economic Development Authority Clerk	Sipes, Kate	Approved	5/11/2021 - 2:45 PM

Account Code	Account Name	Approved FY 2020 Budget	Approved FY 2021 Budget	Projected FY 2021 Actual	Draft FY 2022 Budget	Explanation/Details
	Revenue:					
021-309-3972	Bond Fee Revenue	\$ 15,000	\$ 15,000	\$ 14,006	\$ 15,000	CNU, Williamsburg Landing split with Mathews IDA (per FMS)
021-305-3511	Interest Revenue	2,000	3,500	3,192	3,500	Based on Cash Balance, CD's, and anticipated earnings rates (per FMS)
021-308-3400	Renwood Farm Income from Mainland Farm	14,725	14,725	14,725	14,725	New contract began in FY 2017 and expires in 2022; \$14,725 annually under contract
021-309-5915	Marina Property	63,345	49,173	57,209	75,239	\$5,463.64 for two months and \$5,627.54 for 10 months plus second half repayment of 2020 deferrals (\$8,036.32).* The first half of deferrals are being paid in FY21.
021-310-3014	JCC Contribution	-	-		-	Holding account for potential projects partnering with County
021-399-3100	Strategic Initiatives/Cash Reserves	245,000	29,730		7,537	Unallocated EDA funds
	Total EDA Revenue:	\$ 340,070	\$ 112,128	\$ 89,132	\$ 116,001	
	Expenses:					
021-259-5903	James River Commerce Center	\$ 25,000	\$ 11,800	\$ 9,369	\$ 14,800	Estimated JRCC Association Maintenance Fees (\$9,111.34 for annual dues for two parcels); mowing maintenance (\$5,686). Actual costs will be reduced by approximately \$11,026 if a portion of the property is sold.
021-259-5904	Mainland Farm	100	100	-	100	Costs related to power and incidental expenses (signs, etc.) at Mainland Farm
021-259-5913	Business Assistance	5,000	-	-	-	Expenses related to various business assistance initiatives and Small Business Events
021-259-5915	Marina Property	101	101	-	101	\$1 for annual lease agreement, \$100 for unexpected costs
021-259-5900	Regional Economic Development Support	34,500	34,500	34,500	34,500	JCC Launchpad contribution per MOU (MOU valid through December 31, 2024)
021-259-5902	Virginians for High Speed Rail Funding	1,000	1,000	1,000	1,000	
021-259-0205	Promotion	45,701	45,701	21,701	46,500	START Peninsula estimated at \$7,500 - Per MOU and based on Census Data**; LPGA \$34,000 (includes catering); Special Events \$5,000 (potential uses include COB and BAE).
021-259-0220	Travel & Training	1,000	1,000	150	1,000	Potential EDA Member participation in VIDA conferences
021-259-0222	Local Travel	500	500	-	500	Meals and beverages for EDA meetings
021-259-0235	Annual Audit	10,414	10,726	10,581	10,750	Estimated cost of EDA's annual audit (per FMS)
021-259-0710	Legal Fees	6,000	6,000	6,000	6,000	Legal fees for EDA Counsel
021-259-0200	Advertising	500	500	506	550	Publishing audit report (required by law, per FMS), unforeseen expenses (ex. In FY00: flooding from a hurricane, EDA advertised that businesses were open)
021-259-0319	Office Supplies	400	200	-	200	Printing for copies of meeting materials
021-259-5918	Strategic Initiatives Projects	209,925				Unallocated EDA funds
	Total EDA Expenses:	\$ 340,141	\$ 112,128	\$ 83,807	\$ 116,001	
						*Per the lease, rent increases occur annually in September until lease year 7, when increases occur at 5-year intervals. Projected lease revenue for FY23 is \$69,218. In FY24 projected lease revenue is \$69,926. FY25 is the first of four years where the lease revenue is projected to level off at an estimated \$70,000.
						**MOU for START Peninsula was renewed in 2021 and is valid through June 30, 2026. Contribution amount is based on population numbers, which have not yet been released from the 2020 Census.

ITEM SUMMARY

DATE: 5/18/2021

TO: The Economic Development Authority

FROM: Christopher Johnson- EDA Secretary

SUBJECT: Director's Report

ATTACHMENTS:

	Description	Type
	Director's Report	Staff Report

REVIEWERS:

Department	Reviewer	Action	Date
Economic Development Authority Clerk	Sipes, Kate	Approved	5/11/2021 - 2:45 PM

MEMORANDUM

DATE: May 18, 2021

TO: The Economic Development Authority

FROM: Christopher M. Johnson, Director of Economic Development

SUBJECT: Director's Report, April-May 2021

Greater Williamsburg Small Business Relief Fund - Staff continues to support the Board of Supervisors' allocation to the Greater Williamsburg Small Business Relief Fund. A second round of grants was offered to businesses that had received funding based on the date of approval. Less than \$20,000 remains in the fund at this time.

Greater Williamsburg Partnership (GWP) - Staff participated in a webinar about international trade. Staff also participated in the monthly GWP meeting with staff from the City of Williamsburg and York County and the GWP quarterly meeting. Staff participated in a Pegasus Partners webinar with a dozen German Sensors cluster companies that have expressed interest in expansion opportunities in the United States (U.S.) market. This webinar was scheduled following positive feedback received following the Mechatronics/Automation and Packaging webinars in March.

LPGA - Staff coordinated the Economic Development Authority event at the 2021 Pure Silk Championship at Kingsmill Resort. Invitations were drafted and sent out, reservations were taken, and tickets were distributed to guests. Staff also had an on-site meeting with the partnership manager.

Owens-Illinois (O-I) - Staff has been working with O-I to develop a pilot separated-glass recycling program. O-I wants to increase its use of recycled glass in its production of new glass bottles to 50% by 2030. James City County is the first partnership for this kind of program. Staff will be making a presentation to the Board of Supervisors on May 25 to formally accept a grant and discuss a marketing plan for the program.

Virginia Economic Development Partnership (VEDP) - Staff had a meeting with VEDP's International Trade Manager and participated in a meeting about an upcoming marketing mission to Colorado in August.

James City County Marina - Staff continues to support Parks & Recreation with construction projects at the James City County Marina and at Jamestown Beach Event Park.

James River Commerce Center Site Readiness - Staff continues to engage in meetings with prospects for the James River Commerce Center including expedited review meetings with Community Development staff, the new owners of 1700 Endeavor Drive, and an expansion at Coresix Precision Glass.

Williamsburg Area Restaurant Association (WARA) - Staff met with the Executive Director and President of WARA. Staff also assisted in coordinating a new initiative with WARA - [Park & Dine](#).

Regional Events/Initiatives:

- Staff and the Economic Development Authority (EDA) Chair participated in the quarterly Board of Directors meeting for the Eastern Virginia Regional Industrial Facility Authority.
- Staff and the EDA Chair participated in the quarterly GWP Committee.
- Staff participated in the second Start Peninsula Micro Pitch Competition on April 21.

- Staff participated in a meeting with representatives from the Southern Economic Development Council (SEDC) to make a proposal for hosting the 2023 SEDC Annual Conference in Greater Williamsburg.
- Staff has participated in multiple conference calls and webinars including:
 - Two Virginia Economic Developers Association impactED events;
 - Launchpad Entrepreneurial Thinkers event;
 - City of Williamsburg Business Roundtable featuring Virginia Tourism Corporation;
 - Webinar: Global Sales for U.S. Manufacturers in a Virtual Environment;
 - Webinar: Trends Shaping the Economic Recovery.

News:

- Business Openings and Relocations
 - [Advanced Medicine & Modern Aesthetics](#) opened.
 - [Saving Grace Home Care](#) relocated.
 - [Peek of Joy 3D](#) relocated and expanded.
 - [Vintage Summers, Ltd.](#) opened.
- The Williamsburg Winery recently announced that its 2019 Petit Manseng received a [Platinum Medal](#) in the 2021 Winemaker Challenge International Wine Competition. The winery also received four gold and three silver medals.
- The second Start Peninsula micro pitch competition announced [three winners](#). The next micro pitch competition will be held in September.

Upcoming Dates:

- **Ribbon Cuttings:** Muddy Marley's Dog Wash on May 22 at 9 a.m.
- **Pure Silk Championship at Kingsmill** on May 20-23.

CMJ/md

DirRptApr-May21-mem