

**A G E N D A**  
**JAMES CITY COUNTY ECONOMIC DEVELOPMENT AUTHORITY**  
**REGULAR MEETING**  
**5537 Centerville Road, Williamsburg, VA 23188**  
**December 13, 2018**  
**3:00 PM**

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- A. CALL TO ORDER**
- B. ROLL CALL**
- C. APPROVAL OF MINUTES**
  - 1. Minutes Adoption-October 11, 2018 Regular Meeting
- D. FINANCIAL REPORTS**
  - 1. November and December Financial Reports
- E. CLOSED SESSION**
- F. NEW BUSINESS**
  - 1. Election of Officers
  - 2. Kingsmill LPGA Sponsorship
  - 3. Adoption of meeting calendar
- G. OLD BUSINESS**
- H. LIAISON REPORTS**
- I. DIRECTOR'S REPORT**
- J. UPCOMING DATES OF INTEREST**
- K. ADJOURNMENT**

**ITEM SUMMARY**

DATE: 12/13/2018  
TO: The Economic Development Authority  
FROM: Amy Jordan, EDA Secretary  
SUBJECT: Minutes Adoption-October 11, 2018 Regular Meeting

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**ATTACHMENTS:**

	Description	Type
☐	October Meeting Minutes	Minutes

**REVIEWERS:**

Department	Reviewer	Action	Date
Economic Development Authority	Sipes, Kate	Approved	12/6/2018 - 3:40 PM

**MINUTES**  
**JAMES CITY COUNTY ECONOMIC DEVELOPMENT AUTHORITY**  
**REGULAR MEETING**  
**101 D Mounts Bay Road, Williamsburg, VA 23185**  
**October 11, 2018**  
**4:00 P.M.**

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**A. CALL TO ORDER**

**B. ROLL CALL**

Robin Bledsoe, Chair  
Robin D. Carson  
Michael D. Maddocks  
Christopher J. Odle, Vice Chair (tardy)  
Thomas G. Tingle  
William Turner  
Carlton Stockton (absent)

Amy B. Jordan, EDA Secretary  
Stephanie Lahr, EDA Fiscal Agent  
Kate Sipes, Assistant Director, Economic Development  
Suzanne Mellen, Director, Financial and Management Services  
Scott Stevens, County Administrator  
P. Sue Sadler, Board of Supervisors Liaison  
Leslie Roberts, Dixon Hughes Goodman, LLP  
Christopher G. Kulp, Hunton Andrews Kurth  
Peg Boarman  
Ron Spivey  
Jacob Spivey  
Mitchell Spivey  
Jack Jacobs, *The Virginia Gazette*

**C. APPROVAL OF MINUTES**

1. Minutes Adoption – August 9, 2018

A motion to Approve was made by Michael Maddocks; motion Passed.  
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 2  
Ayes: Bledsoe, Carson, Maddocks, Tingle, Turner

**D. FINANCIAL REPORTS**

1. August 2018 Financial Reports

2. September 2018 Financial Reports

A motion to Approve both August and September Financial Reports was made by Thomas Tingle; motion Passed.  
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 2  
Ayes: Bledsoe, Carson, Maddocks, Tingle, Turner

**E. CLOSED SESSION**

None.

**F. NEW BUSINESS**

1. Bond Issue

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

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

Ayes: Bledsoe, Carson, Maddocks, Odle, Tingle, Turner

Mr. Odle arrived at 4:10.

Ms. Sue Mellen and Mr. Christopher Kulp presented the request to authorize the issuance of revenue bonds to benefit James City County, explaining the County's plan to issue a series of revenue bonds not to exceed \$25.4 Million (M). Ms. Mellen explained approximately \$10M would be for possible refunding of the Build America Bonds issued in 2009 and another approximately \$15M would be to finance certain capital projects, including fire vehicle acquisition and school projects. She noted the new money projects are included in the County's approved Capital Improvements Program.

Mr. Tingle requested confirmation of the EDA's conduit role with no liability for the EDA or its members. Mr. Kulp confirmed that was correct.

Mr. Turner asked about associated fees. Mr. Kulp and Mr. Tingle confirmed there would be no fees paid to the EDA as a service to the County.

Mr. Tingle asked for confirmation that bank qualified bonds were determined by calendar year, with \$10M available as of January 1 for calendar year 2019. He noted if that was correct, the EDA should market availability of bond capacity to outside organizations. Ms. Mellen confirmed and noted she does not anticipate the County issuing bonds in calendar year 2019.

2. Fiscal Year 2018 Financial Audit

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

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

Ayes: Bledsoe, Carson, Maddocks, Odle, Tingle, Turner

Ms. Leslie Roberts presented the documents for the annual audit of the EDA's financial records and activities. Ms. Roberts pointed out this was a clean audit, with no findings.

Mr. Turner asked about revenue bonds that were outstanding and whether additional information about each issuance is available.

Ms. Mellen offered that her office can provide that information.

Ms. Bledsoe suggested Mr. Turner serve on the EDA's Finance Committee.

Mr. Tingle suggested Mr. Hlavin provide some overview information to the newer EDA members regarding outstanding loans, grants and bonds.

3. Land Monitoring License

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

AYES: 5 NAYS: 1 ABSTAIN: 0 ABSENT: 1

Ayes: Carson, Maddocks, Odle, Tingle, Turner

Nays: Bledsoe

Ms. Bledsoe introduced Mr. Ron Spivey and asked him to explain his proposal for the property in James River Commerce Center now owned by the EDA. Mr. Spivey indicated he monitored the properties formerly owned by Colonial Williamsburg as an employee of Colonial Williamsburg. Mr. Spivey continued that he is aware of people living, hunting illegally and dumping trash on various parts of the properties. He explained his offer to monitor the three properties, install cameras and visit the properties frequently enough to deter illegal activity in exchange for permission to hunt on the properties.

Ms. Bledsoe inquired which properties he was interested in.

Ms. Jordan responded all three parcels now owned by the EDA.

Ms. Carson asked how the monitoring would take place.

Mr. Spivey responded that he drives and walks the sites and would use six trail cameras he already owns. The EDA could choose to add additional cameras.

Mr. Tingle inquired how long Mr. Spivey had been monitoring the properties prior to the sale by Colonial Williamsburg to the County.

Mr. Spivey replied 28 years and he does think the deer population should be managed, which would also benefit the adjacent property owners.

Mr. Turner asked about the duration of the contract.

Ms. Bledsoe replied six months with optional renewals.

Ms. Carson asked about liability in case of injury.

Mr. Spivey replied he hunts with 6-8 people, all of whom have insurance. He added there have not been any injuries in the 28 years he's been hunting the property.

Ms. Bledsoe asked how many acres were involved.

Ms. Jordan and Mr. Tingle estimated approximately 100 acres.

Mr. Odle indicated he would prefer the monitoring take place year-round, and not only in hunting seasons.

Mr. Spivey offered he expects to be on site bi-weekly or so in order to do the job effectively. He added he needs to have the boundaries of the property posted in order to enforce anything he may encounter.

Mr. Odle indicated he wanted some language added to the agreement to address the expectation that year-round monitoring occur.

Ms. Carson offered that we should also make sure the signs are installed to mark the boundaries.

Mr. Spivey agreed that he would post signs to mark the boundaries.

Ms. Bledsoe asked how Mr. Spivey selects his hunting companions.

Mr. Spivey responded they are known acquaintances. He added he would be happy to notify the EDA when they will be actively hunting the property if the EDA wished.

Ms. Sadler asked what happens if trespassers are encountered and hurt.

Mr. Hlavin responded that would be covered under the County's liability policy.

Ms. Sadler suggested that since the property is owned by taxpayers perhaps this opportunity should be offered to others in the County.

Ms. Bledsoe added that property owned by the County is different than property owned by a private foundation and she proposed the EDA not allow hunting for simplicity, since we have not offered this to others.

Mr. Spivey offered he would not feel comfortable hunting alongside people he does not know well, as there is too much opportunity for danger.

Ms. Bledsoe stated she cannot support this proposal since we are not opening the opportunity to others.

Mr. Tingle stated he appreciated the concerns raised, but thinks Mr. Hlavin can provide reasonable protection to the EDA with legal documents. He added his opinion that this is a pretty simple arrangement, with a qualified approaching us and no dollars being exchanged.

Mr. Odle offered that he understands the perception issues, but does believe we have a professional qualified game warden who will operate under a higher standard than a simple barter arrangement that may be offered to the general public. He added that injuries and other negative outcomes are a possibility with no active monitoring of the property.

Ms. Bledsoe reiterated her position that the EDA not allow hunting and asked what is currently being done to secure the properties from unwanted activities.

Ms. Jordan responded that staff has had "No Dumping No Trespassing" signs installed along the frontage of each property, as well as a chain across Columbia Drive to limit access to two of the properties. Ms. Jordan reminded the EDA that this chain will have to be removed once Columbia Drive becomes a public road with maintenance provided by the Virginia Department of Transportation, something that is being actively pursued at this time.

#### 4. Creation of an EDA Business Liaison

Ms. Bledsoe proposed the creation of a new liaison position on the EDA. The new Business Liaison would meet with businesses and share feedback with the EDA and staff. Ms. Bledsoe appointed Mr. Maddocks to fill this role. EDA members supported the idea by consensus.

5. Amendments to the EDA Meeting Calendar

Ms. Bledsoe noted she had been informed by Mr. Odle that he was unable to make the scheduled November EDA meeting. She expressed his absence should be excused because it involved a family commitment.

The EDA discussed the possibility of moving the monthly EDA meetings for the 2019 calendar. The third Tuesday of the month was proposed, with several members noting they thought that would work for their schedules. EDA members were asked to confirm their availability the third Tuesday of each month for a 4 p.m. meeting so a final vote could be made at the December organizational meeting.

Ms. Bledsoe reminded the Directors the organizational meeting was scheduled for December 13 at 4 p.m., and by starting earlier and/or staying later than usual we could have time for a strategic planning retreat.

Ms. Jordan indicated staff had reserved the meeting room at Freedom Park, where the EDA held the retreat last December.

After some discussion it was agreed the organizational meeting would start at 3 p.m. and the retreat would follow. Directors agreed adequate time should be allowed for discussion, and all agreed it was appropriate to start earlier and adjourn later than a regular meeting.

Ms. Jordan indicated staff would arrange for dinner to be available as part of the retreat.

By consensus the EDA concurred the December meeting would be held at Freedom Park, would start at 3 p.m. would be followed by a strategic planning retreat and would go late to include dinner. The EDA also concurred it would not have the regularly scheduled November meeting.

## **G. OLD BUSINESS**

1. Joint Work Session

Ms. Bledsoe noted the latest draft of the presentation developed for the joint work session of the EDA and Board of Supervisors was included in the packet. That work session was not held in September 2018, and has not yet been rescheduled. Ms. Bledsoe further noted that she welcomed feedback from EDA members, but suggested the presentation should be tabled until after the retreat in December where discussion could result in significant changes to the presentation.

## **H. LIAISON REPORTS**

1. BOS Liaison

No report at this time.

2. Greater Williamsburg Chamber & Tourism Alliance

No update.

3. Planning Commission

No update.

4. Greater Williamsburg Partnership (GWP)

Mr. Maddocks offered a brief report, indicating he had attended his first meeting.

5. JRCC Architectural Review Board

No update.

6. Finance

Ms. Bledsoe indicated Mr. Turner will be the Chairman of the Financial Committee.

7. Real Estate Holdings Committee - JRCC Update

Mr. Odle gave the report, including showing the conceptual site layout options for the shell building site. The six options included buildings larger than the approved 80,000-square-foot shell building in configurations intended for manufacturing, warehouse and flex space.

Mr. Tingle asked about next steps.

Mr. Odle answered the drawings would have landscaping and labels added, then be used to market the site. Marketing efforts would include sharing the images with the commercial broker community.

Mr. Odle also reported that the committee was working with VHB to identify drainage improvements to the three parcels now owned by the EDA in JRCC.

Mr. Tingle offered this seemed to be maintenance work and should not require extensive site planning.

8. Go Virginia

Mr. Tingle reported the committee is working to meet an application deadline for project funding.

**I. DIRECTOR'S REPORT**

1. Director's Report - July 2018

Ms. Jordan reported the Board of Supervisors approved the Regional Industrial Facilities Authority Agreement, making James City County the first locality to do so.

**J. ADJOURNMENT**

1. Adjourn until 3 p.m. on December 13, 2018 for the Organization Meeting & Retreat

A motion to Adjourn was made by Robin Carson; motion Passed.

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

Ayes: Bledsoe, Carson, Maddocks, Odle, Tingle, Turner

At approximately 5:42 p.m., Ms. Bledsoe adjourned the Authority.

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Amy Jordan, Secretary

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Chair, Economic Development Authority

**ITEM SUMMARY**

DATE: 12/13/2018

TO: Economic Development Authority

FROM: Stephanie Lahr, EDA Fiscal Agent

SUBJECT: Financial Reports for November and December

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**ATTACHMENTS:**

	Description	Type
☐	October Report	Cover Memo
☐	October Collections	Cover Memo
☐	November Report	Cover Memo
☐	November Collections	Cover Memo

**REVIEWERS:**

Department	Reviewer	Action	Date
Economic Development Authority	Jordan, Amy	Approved	12/10/2018 - 11:36 AM
Publication Management	Colonna, Tina	Approved	12/10/2018 - 12:21 PM
Economic Development Authority Clerk	Sipes, Kate	Approved	12/10/2018 - 2:32 PM

**JAMES CITY COUNTY**  
**EXPENDITURES- ALL FUNDS**

**James City County**

05-Dec-18

jccExp: Year ( 2019 ) Period ( 4 )

Ledger ID	Ledger Description	TOTAL BUDGET	MTD EXPENSES	ENCUMBRANCES	YTD EXPENSES	BALANCE	ACTUAL %
<b>(021) EDA</b>							
<b>(259) EDA Operating</b>							
021-259-0200	ADVERTISING	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
021-259-0203	PROFESSIONAL SERVICES	\$0.00	\$78.47	\$0.00	\$330.39	(\$330.39)	0.00%
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	\$0.00	\$1,000.00	0.00%
021-259-0222	LOCAL TRAVEL	\$0.00	\$0.00	\$0.00	\$11.47	(\$11.47)	0.00%
021-259-0235	ANNUAL AUDIT	\$10,210.00	\$8,210.00	\$0.00	\$10,210.00	\$0.00	100.00%
021-259-0318	OPERATING SUPPLIES/MATERIALS	\$500.00	\$0.00	\$0.00	\$30.74	\$469.26	6.15%
021-259-0319	OFFICE SUPPLIES	\$400.00	\$0.00	\$0.00	\$265.72	\$134.28	66.43%
021-259-0710	LEGAL SERVICES	\$6,000.00	\$500.00	\$0.00	\$2,000.00	\$4,000.00	33.33%
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	\$31,259.00	\$675.00	\$5,816.44	\$10,343.00	\$15,099.56	51.70%
021-259-5904	MAINLAND FARM OPER EXPENSES	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
021-259-5913	SMALL BUSINESS ASSISTANCE	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
021-259-5915	MARINA PROPERTY	\$2,558.00	\$0.00	\$2,457.42	\$0.00	\$100.58	96.07%
021-259-5918	CONTINGENCY	\$263,213.00	\$0.00	\$0.00	\$0.00	\$263,213.00	0.00%
	<b>Subtotal (259) EDA Operating:</b>	<b>\$401,941.00</b>	<b>\$9,463.47</b>	<b>\$8,273.86</b>	<b>\$64,392.22</b>	<b>\$329,274.92</b>	<b>18.08%</b>

**General Ledger Summary**

**Cash Report Range: 181001-1 to 181031-1**

**SunTrust EDA**

021-305- 3511	INTEREST REVENUE		\$338.60
		Sub Total:	<u>\$338.60</u>
021-309- 5915	MARINA PROPERTY		\$5,300.00
		Sub Total:	<u>\$5,300.00</u>
		Bank Total	<b>\$5,638.60</b>

**JAMES CITY COUNTY**  
**EXPENDITURES- ALL FUNDS**

**James City County**

05-Dec-18

jccExp: Year ( 2019 ) Period ( 5 )

Ledger ID	Ledger Description	TOTAL BUDGET	MTD EXPENSES	ENCUMBRANCES	YTD EXPENSES	BALANCE	ACTUAL %
<b>(021) EDA</b>							
<b>(259) EDA Operating</b>							
021-259-0200	ADVERTISING	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
021-259-0203	PROFESSIONAL SERVICES	\$0.00	\$0.00	\$0.00	\$330.39	(\$330.39)	0.00%
021-259-0205	PROMOTION	\$45,701.00	\$3,000.00	\$0.00	\$9,700.90	\$36,000.10	21.23%
021-259-0220	TRAVEL AND TRAINING	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
021-259-0222	LOCAL TRAVEL	\$0.00	\$0.00	\$0.00	\$11.47	(\$11.47)	0.00%
021-259-0235	ANNUAL AUDIT	\$10,210.00	\$0.00	\$0.00	\$10,210.00	\$0.00	100.00%
021-259-0318	OPERATING SUPPLIES/MATERIALS	\$500.00	\$0.00	\$0.00	\$30.74	\$469.26	6.15%
021-259-0319	OFFICE SUPPLIES	\$400.00	\$0.00	\$0.00	\$265.72	\$134.28	66.43%
021-259-0710	LEGAL SERVICES	\$6,000.00	\$500.00	\$0.00	\$2,500.00	\$3,500.00	41.67%
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	\$31,259.00	\$0.00	\$5,816.44	\$10,343.00	\$15,099.56	51.70%
021-259-5904	MAINLAND FARM OPER EXPENSES	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
021-259-5913	SMALL BUSINESS ASSISTANCE	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
021-259-5915	MARINA PROPERTY	\$2,558.00	\$0.00	\$2,457.42	\$0.00	\$100.58	96.07%
021-259-5918	CONTINGENCY	\$263,213.00	\$0.00	\$0.00	\$0.00	\$263,213.00	0.00%
	<b>Subtotal (259) EDA Operating:</b>	<b>\$401,941.00</b>	<b>\$3,500.00</b>	<b>\$8,273.86</b>	<b>\$67,892.22</b>	<b>\$325,774.92</b>	<b>18.95%</b>

**General Ledger Summary**

**Cash Report Range: 181101-1 to 181130-1**

**SunTrust EDA**

021-305- 3511	INTEREST REVENUE		\$350.55
		Sub Total:	<u>\$350.55</u>
021-308- 3400	LEASE INCOME		\$14,725.00
		Sub Total:	<u>\$14,725.00</u>
021-309- 3972	BOND FEE REVENUE		\$5,693.76
021-309- 5915	MARINA PROPERTY		\$5,150.00
		Sub Total:	<u>\$10,843.76</u>
		Bank Total	<b>\$25,919.31</b>

**ITEM SUMMARY**

**DATE:** 12/13/2018

**TO:** Economic Development Authority

**FROM:** Amy B. Jordan, EDA Secretary

**SUBJECT:** At he December organizational meeting in accordance with the by-laws, the EDA elects officers for the upcoming calendar year.

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**REVIEWERS:**

<b>Department</b>	<b>Reviewer</b>	<b>Action</b>	<b>Date</b>
Economic Development Authority	Jordan, Amy	Approved	12/10/2018 - 11:45 AM
Publication Management	Colonna, Tina	Approved	12/10/2018 - 12:21 PM
Economic Development Authority Clerk	Sipes, Kate	Approved	12/10/2018 - 2:34 PM

**ITEM SUMMARY**

DATE: 12/13/2018  
TO: Economic Development Authority  
FROM: Amy B. Jordan, EDA Secretary  
SUBJECT: Approval of Kingsmill LPGA Sponsorship

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**ATTACHMENTS:**

	Description	Type
☐	LPGA Sponsorship Package 2019	Cover Memo

**REVIEWERS:**

Department	Reviewer	Action	Date
Economic Development Authority	Jordan, Amy	Approved	12/10/2018 - 12:27 PM
Publication Management	Colonna, Tina	Approved	12/10/2018 - 12:33 PM
Economic Development Authority Clerk	Sipes, Kate	Approved	12/10/2018 - 2:33 PM



**Kingsmill Championship**  
1010 Kingsmill Road  
Williamsburg, VA 23185  
(757) 253 - 3990



## **2019 Partnership Proposal**

James City County Office of Economic Development  
Attn: Amy Jordan  
101-D Mounts Bay Rd.  
Williamsburg, VA 23185

Email: [amy.jordan@jamescitycountyva.gov](mailto:amy.jordan@jamescitycountyva.gov)

Thank you for your continued support of the Kingsmill Championship. We look forward to hosting you and your guests at Kingsmill the week of May 20<sup>th</sup>. Your 2019 Corporate Hospitality package includes:

### **Corporate Hospitality Package:**

- Corporate Skybox with 36 reserved seats on the 18<sup>th</sup> Green
  - Catering costs for hospitality food and beverage not included
- 320 Single Day Wristbands to your Corporate Skybox, clubhouse and grounds access
  - 40 pairs of wristbands per day
  - Good ANY One Day Thursday – Sunday
- 12 Weekly Host Badges to your Corporate Skybox
  - Weekly access to your skybox, clubhouse and grounds Thursday - Sunday
- Inside the Ropes opportunity for 2 people per day **(8 people total)**
  - Valid any one day Thursday – Sunday
- 60 Single Day Grounds Tickets
- 3 Pairings Party Invitations – Tuesday, May 21<sup>st</sup> **(6 Guest Total)**
- 3 Media Credentials
  - Valid Monday – Sunday
- 12 Weekly Preferred Parking Passes **(Lot #1)**
- 160 Daily Sponsor Parking Passes
  - 40 each day Thursday – Sunday
- *Link on the official tournament Homepage with the list of “Things to do in James City County”*
- Year-long recognition on the Sponsor board

### **❖ Early Incentive**

- Two rounds of golf for 4 at Kingsmill Resort
- 4 Guest Rooms at Kingsmill Resort
  - **Valid through August 2019**

**Partnership Support: \$26,000\***  
**\*Taxes Included**

**ITEM SUMMARY**

DATE: 12/13/2018

TO: Economic Development Authority

FROM: Amy B. Jordan, EDA Secretary

SUBJECT: In accordance with the by-laws, the EDA will adopt a meeting calendar at its December meeting.

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**ATTACHMENTS:**

	Description	Type
☐	EDA 2019 Regular Meeting Calendar	Exhibit
☐	EDA 2019 Real Estate Meeting Calendar	Exhibit

**REVIEWERS:**

Department	Reviewer	Action	Date
Economic Development Authority	Jordan, Amy	Approved	12/10/2018 - 2:23 PM
Publication Management	Colonna, Tina	Approved	12/10/2018 - 2:41 PM
Economic Development Authority Clerk	Sipes, Kate	Approved	12/10/2018 - 2:59 PM

**2019 PROPOSED MEETING CALENDAR  
ECONOMIC DEVELOPMENT AUTHORITY  
OF JAMES CITY COUNTY, VIRGINIA**

4 p.m., Tuesday, January 15, 2019

4 p.m., Tuesday, February 19, 2019

4 p.m., Tuesday, March 19, 2019

4 p.m., Tuesday, April 16, 2019

4 p.m., Tuesday, May 21, 2019

4 p.m., Tuesday, June 18, 2019

4 p.m., Tuesday, July 16, 2019

4 p.m., Tuesday, August 13, 2019

4 p.m., Tuesday, September 17, 2019

4 p.m., Tuesday, October 15, 2019

4 p.m., Tuesday, November 19, 2019

4 p.m., Tuesday, December 17, 2019

The Economic Development Authority reserves the right to modify this schedule as necessary. Special meetings may also need to be called as situations warrant.

Unless posted to the contrary, all meetings will be held in the main conference room of 101-D Mounts Bay Road, Williamsburg, VA 23185.

**2019 PROPOSED REAL ESTATE COMMITTEE MEETING CALENDAR  
ECONOMIC DEVELOPMENT AUTHORITY  
OF JAMES CITY COUNTY, VIRGINIA**

8:30 a.m., Thursday, January 17, 2019

8:30 a.m., Thursday, February 21, 2019

8:30 a.m., Thursday, March 21, 2019

8:30 a.m., Thursday, April 18, 2019

8:30 a.m., Thursday, May 16, 2019

8:30 a.m., Thursday, June 20, 2019

8:30 a.m., Thursday, July 18, 2019

8:30 a.m., Thursday, August 15, 2019

8:30 a.m., Thursday, September 19, 2019

8:30 a.m., Thursday, October 17, 2019

8:30 a.m., Thursday, November 21, 2019

8:30 a.m., Thursday, December 19, 2019

The Real Estate Committee is a three-member subcommittee of the Economic Development Authority. The Real Estate Committee meets monthly and reserves the right to modify this schedule as necessary.

Unless posted to the contrary, all meetings will be held in the Economic Development suite conference room of 101-D Mounts Bay Road, Williamsburg, VA 23185.