

AT A SPECIAL MEETING OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON NOVEMBER 23, 1993, AT 4:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101-C MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

1. ROLL CALL

The meeting was called to order by Chairman Nystrom at 4:01 p.m. A roll call by Secretary Taylor identified the following members present:

Mr. Kenneth Axtell
Mr. Gilbert Bartlett
Mr. Joseph Cross
Mr. George Hudgins
Mr. Robert Whitehorne
Mr. Jon Nystrom

ALSO PRESENT

Keith Taylor, Secretary, IDA
David Norman, County Administrator
Jeane Trevino, IDA Recording Secretary
Sandra Barner, Development Management Technician
John Horne, Development Management
John Payne, Virginia Employment Commission
Janice Brown, DIR Real Estate
Robert Hershberger, Virginia Chamber of Commerce
Bertram Aaron
Bill Barner
Jim Tony
Ron Stenzel
Alan Murphy, Planning
Jeff Mihelich, Planning

2. REPORTS

Farmer's Market

Mr. Taylor presented a proposed lease extension addendum for the Strawberry Plains Road Property to its current tenant James City County Growers' Cooperative. Mr. Nystrom asked for a motion to offer the extension proposal to James City County Growers' Cooperative. Mr. Hudgins motioned for approval and Mr. Whitehorne seconded. Motion approved unanimously by voice vote.

Business Incubator Development Evaluation Committee (BIDEC)

Mr. Nystrom asked that this item be taken off the agenda as an action item and that the IDA Directors utilize this meeting and the time period until the December 16th scheduled meeting to talk over any questions on the feasibility of the Incubator and fine tune the draft report.

Mr. Bartlett told the Authority that some areas of concentration should be the probable "ifs" that might arise between now and presentation to the Board. Some of these are:

- * "If" the Authority has concerns about its role and responsibility to the Incubator and its presentation to the Board of Supervisors.
- * "If" budgeting \$250,000 per year for 3 years from the County (an amount which may be offset by grants, rents, contributions, private/public partnerships, etc.) to build or lease a facility which has no guarantee of pre-leased space.

Mr. Bartlett suggested that the recent seminar through the Chamber of Commerce indicates an appeal for the Incubator but no assurances on occupancy.

- * "If" the requirement of paying a full-time Executive Director, working for a Board of Directors, to run the facility prior to lease up will be problematic.

Mr. Bartlett asked that the Authority be comfortable in its recommendation to the Board. Also upon the presentation to the Board and approval thereof, preparations for the next phase of the Incubator should be started. These steps include creating the organizational framework, hiring the Executive Director, purchasing or leasing a facility and lease up of the facility.

Mr. Axtell asked how far the Committee is willing to go for support and funding. A regional effort?

Mr. Bartlett stated that to involve areas such as Williamsburg and York County can only increase the range of candidates and funding sources for the Incubator; the Authority might also wish to involve New Kent and Charles City Counties. However, to solicit the city and counties for participation and support at this time would be a real leap of faith. The Incubator will be in a much stronger position to solicit funding, grants and gifts if they first have the financial underwriting of James City County. This will give the program credibility and promote the County as supportive to economic development and area businesses.

Mr. Bartlett stated that candidates involved in the Incubator here are more likely to create local alliances they will not want to sever and remain in the area after they have been incubated. It is the primary interest of the Incubator to create jobs and expand the tax base. To lose sight of this mission would be to undermine the integrity of the program.

Mr. Norman commented that according to the Campbell report, 84% of all companies successfully incubated stay in the area and it is to the County's advantage to attract candidates from other communities in the region.

Mr. Payne mentioned that in his office at the VEC a majority of people living in the County work somewhere else. The Incubator will assist in creating a reverse effect, whereas people will work in these newly developed businesses in the County yet live elsewhere.

Ms. Brown commented that unless there is more quality office/light industry space in the County, we won't have the space to provide for those businesses incubated. The Incubator corporation will need to commit to a space at the time of approval. It may be in the Incubator's best "long term" interest to build a facility, however, this will probably be viewed by some people as competition.

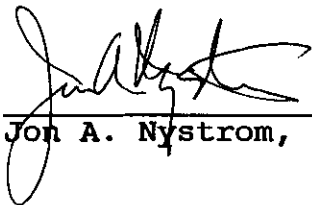
Mr. Hudgins asked Mr. Norman if approval in funding the Incubator would interfere with the funding or progress of the Shell Building.

Mr. Norman stated he did not feel this would be likely, and believes that both projects are an investment in the future of the County's economic growth.

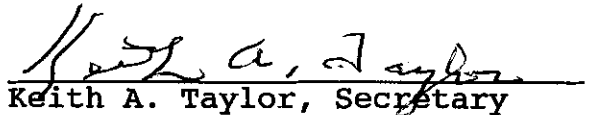
Mr. Nystrom asked that the Authority take the time to talk with committee members, review the Incubator report and be prepared to discuss further at the December 16th regular meeting.

3. ADJOURNMENT

There being no further business, Mr. Nystrom entertained a motion by Mr. Cross to adjourn. The motion was seconded by Mr. Hudgins and passed unanimously by voice vote. The meeting was adjourned at 5:01 p.m.



Jon A. Nystrom, Chairman



Keith A. Taylor, Secretary