

MEETING AGENDA

**INDUSTRIAL DEVELOPMENT AUTHORITY
OF JAMES CITY COUNTY**

BOARD ROOM, BUILDING C, 101 MOUNTS BAY ROAD

4:00 PM, THURSDAY, MARCH 10, 1994

1. CALL TO ORDER
2. ROLL CALL
3. MINUTES - December 16, 1993, and February 23, 1994
4. BOARD LIAISON APPOINTMENT - J. Nystrom, R. Magoon
5. TREASURER'S REPORT - K. Taylor for B. Pettengill
6. PRESENTATIONS
 - a. Massie/Coke's Lane Industrial Site - Gary Massie
7. REPORTS
 - a. Peninsula Technical Training Initiatives - J. Nystrom
 - b. James River Commerce Center - J. Horne / K. Taylor
 - c. Industry Recognition Event - S. Barner
 - d. Industrial Directory Project - S. Barner
 - e. Strategic Plan Implementation Committee - J. Nystrom / K. Taylor
 - f. Ambassadors Project - J. Nystrom
 - g. Business Incubator Development Evaluation Committee (BIDEC) Work - G. Bartlett / S. Barner
 - h. Next Business Leaders' Breakfast Meeting - K. Taylor
 - i. Industrial Shell Building Initiative - K. Taylor / Brian Caro
8. ACTION ITEMS
 - a. Approval of CY 1993 Annual Report - J. Nystrom
9. OTHER BUSINESS
10. EXECUTIVE SESSION
11. ADJOURNMENT

AT A MEETING OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON MARCH 10, 1994, AT 4:10 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 4:10 p.m. A roll call by Secretary Taylor identified the following members present:

Mr. Gilbert Bartlett
Mr. Myrl Hairfield
Mr. Robert Whitehorne
Mr. Jon Nystrom

LATE ARRIVAL

Mr. Robert Magoon

ALSO PRESENT

Keith A. Taylor, Secretary, IDA
David Norman, County Administrator
Jeane Trevino, IDA Recording Secretary
Sandra Barner, Development Management Technician
John McDonald, Financial Management Director
John T. P. Horne, Development Management Director
Gary Massie, Jack Massie Construction, Inc.
2 representatives, Jack Massie Construction, Inc.
2 representatives, The Wessex Group, Inc.

2. APPROVAL OF MINUTES

On motion of Mr. Bartlett, seconded by Mr. Hairfield, the minutes of December 16, 1993 and February 23, 1994 were unanimously approved, as presented, by voice vote.

3. BOARD LIAISON APPOINTMENT

Mr. Nystrom informed the Authority that the Board of Supervisors has appointed Supervisor Bob Magoon as its liaison to the Authority. Mr. Nystrom expressed the IDA's enthusiasm in having a direct liaison from the Board in order to facilitate communications.

4. TREASURER'S REPORT

The Treasurer's Report for the Authority was read by Mr. Taylor along with the Capital Improvements Expenditure report. On motion by Mr. Hairfield, seconded by Mr. Bartlett, the Treasurer's Report, as presented, was unanimously approved by voice vote.

5. PRESENTATIONS

Mr. Gary Massie of Jack Massie Construction, Inc. presented to the Authority a master plan of their Cokes Lane property.

Jack Massie Construction, Inc. established in James City County in 1964. They import various types of rock and sell it to construction companies in and around the area utilizing the CSX railroad system. Mr. Massie emphasized that the rail and highway are necessary requirements in getting their product out. He stated that James City County offers the best location for both these valuable resources. Due to their success in the area, they have decided, with the cooperation of James City County's planning department, to rezone their Cokes Lane property. 29 acres are committed to Jack Massie Construction, but the remaining 23 acres Mr. Massie especially wanted to bring to the attention of the Authority. Mr. Massie would like to attract compatible businesses to this area and Cokes Lane. Mr. Massie presented a comprehensive plan, developed by Mid-Atlantic Research, showing the projected benefits to James City County.

Mr. Taylor inquired whether Mr. Massie had begun to contact its own suppliers and services, and would he like the County's assistance in attracting these businesses.

Mr. Massie responded that he has begun to approach his own suppliers, yet would appreciate any help from the County and the Authority.

6. REPORTS

Peninsula Technical Training Initiative

Mr. Nystrom commented that after meeting with Mr. Steven Cooper of the Peninsula Advanced Technology Center (PATC), he was impressed with the desire to bring together the technical resources and training that we have here and utilize them as a catalyst to bring in new hi-tech business and assist in maintaining existing industry.

Mr. Nystrom also commented that, unfortunately, there are no educational institutions on the Peninsula offering engineering degrees. With the support of Thomas Nelson Community College and PATC, a program where an engineering degree maybe achieve through out higher education system is being developed.

James River Commerce Center

Mr. Horne reported that they hope to begin work on the Center's marketing infrastructure this spring and that construction should be completed by the fall.

Mr. Taylor remarked that it is his hope construction is completed soon enough to begin landscaping the park's entrance before winter. He and WDI would like to hold some kind of kick off promotional event for brokers and local businesses.

Mr. Hairfield commented that this may be a good time for the County's Economic Development office to create a brokerage policy. He offered a template policy for Mr. Taylor's review.

Industry Recognition Event

Ms. Barner informed the Authority that an industry recognition event, will be held in May or June of this year. Among the attendees will be James City County major business leaders, the Board of Supervisors, the IDA, the Ambassadors and various noted officials.

Industrial Directory Project

Ms. Barner commented that the directory is in its final stage of development. The directory will include manufacturers, distributors and certain basic business services available in the County. It is primarily geared toward base sector firms. Hopefully, after this first printing, future response to the business survey will increase. Copies are to be sent out as soon as they are available.

Strategic Plan Implementation Committee/Economic Development Ambassadors Project

Mr. Nystrom stated that the Ambassadors' Group will convene again soon. He is very impressed with the turn out of the group, averaging 4 to 5 Ambassadors at each session. The Ambassadors have been very supportive of the program and have given excellent comments, criticisms, and suggestions with regard to James city County's economic growth.

Mr. Taylor commented that a major part of the program has been to enlighten and educate the Ambassadors in our goals for economic growth. Some of the more recent programs have included Dr. Robert Templin, President of Thomas Nelson Community College, speaking on the PATC, Mr. Bud Denton, of the Virginia Peninsula Economic Development Council (VPEDC), speaking on the VPEDC's Strategic Plan and how it effects James City County, and speaking at the April session will be Mr. Preston Wilhelm of Virginia's Economic Development Department Business Attraction Division.

Mr. Norman commented that the Ambassador's have been meeting on a monthly basis to keep the momentum going. This shows real commitment to James City County's economic growth efforts.

Business Incubator Project

Mr. Bartlett commented that BIEDC's recommendations are being reviewed and enhanced by County staff. The project is still moving along therefore he would like to defer discussion of the topic.

Business Leaders' Breakfast Meeting

The next Business Leaders' Breakfast Meeting will be held June 9, 1994 at the Williamsburg Hilton. Crestar will bring in their top economists to discuss their expectations for the coming year.

Mr. Nystrom noted the arrival of Mr. Magoon and once again formally acknowledged his appointment as Board liaison to the Authority.

Shell Building Initiative

Mr. Taylor introduced Mr. Brian Caro of Caro Monroe Liang, a company which has been involved in four shell buildings in Newport News and also authored the criteria for the State's shell building program.

Mr. Caro presented the Authority with a slide show on several shell buildings in the area and their success stories. He commented that, to his knowledge, a study to assess the options for doing a shell building has never been done. He commended the Authority for such initiative.

The Draft Shell Building Options Analysis is to be utilized as a tool for the development of a Shell Building in James City County. Mr. Caro wanted to remind the Authority that a shell building is the bait to attract new businesses, so it would be in the County's best interest not to sell the building too quickly. He, also, recommended the building should be approximately 60,000sf on approximately 10 acres of land to support future growth. The building should be made of top quality materials with an elaborate exterior, no fit up inside at all. It should also only be sold or shown to a prospect maximizing jobs and capital investment. It should not be utilized or sold as a warehouse. High jobs/high quality companies only.

Mr. Caro then requested that the Authority review his site and development recommendations for the shell building.

Executive Session

Mr. Taylor recommended that the Authority go into Executive Session pursuant to Section 2.1-344 (A)(3) of the Code of Virginia to consider the acquisition of real property.

On the recommendation of Mr. Taylor, Mr. Nystrom considered a motion from Mr. Bartlett to convene into Executive Session at 5:30 p.m.

On a roll call the vote was: Aye: 4 Nay: 0

Chairman Nystrom reconvened the Authority into open session at 6:15 p.m. and considered a motion from Mr. Bartlett to approve a Resolution on the Executive Session.

RESOLUTION

MEETING DATE: March 10, 1994

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Industrial Development Authority of James City County, Virginia (IDA) has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.1-344.1 of the Code of Virginia requires a certification by the IDA that such executive meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Industrial Development Authority of James City County, Virginia hereby certifies that, to the best of each member's knowledge; (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to which this certification resolution applies; and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the IDA.

On a roll call the vote was: Aye: 4 Nay: 0

Attached is a copy of the executed Resolution.

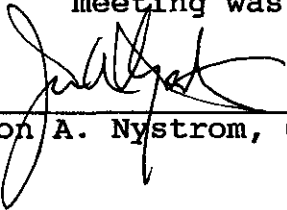
1993 Calendar Year Annual Report

Mr. Taylor requested that due to the number of special interest projects and successful endeavors on the part of the Authority, Mr. Nystrom make a formal presentation of the Authority's activities in Calendar Year 1993 to the Board of Supervisors at their next scheduled meeting.

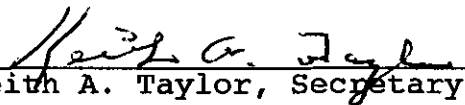
On a motion from Mr. Bartlett, seconded by Mr. Hairfield, the Authority unanimously approved the 1993 Calendar Year Annual Report.

8. ADJOURNMENT

There being no further business, Mr. Nystrom entertained a motion by Mr. Bartlett to adjourn. The motion was seconded by Mr. Hairfield and passed unanimously by voice vote. The meeting was adjourned at 6:20 p.m.



Jon A. Nystrom, Chairman



Keith A. Taylor, Secretary

MOTION BY: Gilbert Brubaker

RESOLUTION

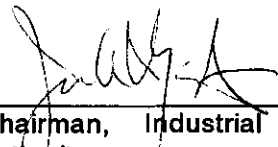
MEETING DATE: March 10, 1994

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Industrial Development Authority of James City County, Virginia (IDA) has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.1-344.1 of the Code of Virginia requires a certification by the IDA that such executive meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Industrial Development Authority of James City County, Virginia hereby certifies that, to the best of each member's knowledge; (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to which this certification resolution applies; and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the IDA.



Chairman, Industrial Development Authority

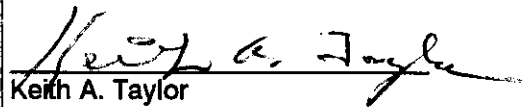
VOTE:

AYE: 4

NAY: 0

(For each nay vote, the substance of the departure from the requirements of the Act should be described)

ATTEST:



Keith A. Taylor
Secretary to the IDA

Adopted by the Industrial Development Authority of James City County, Virginia, this 10th day of March, 1994.