

AT A MEETING OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON JUNE 12, 1997, AT 4:04 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 4:04 p.m. A roll call by Secretary Taylor identified the following members present:

Mr. Vincent Campana
Mr. Joe Cross
Mr. Myri Hairfield
Mr. Bob Demer
Mr. Sterling Nichols
Mr. Jon Nystrom

ALSO PRESENT

Keith A. Taylor, Secretary, IDA
Sandra Barner, Economic Development Technician
Sanford Wanner, County Administrator
Frank Morton, Legal Counsel, IDA
Donna Christian, Recording Secretary, IDA
John Horne, Manager, Development Management

ABSENT

Mr. Gilbert Bartlett

2. APPROVAL OF MINUTES

Ms. Christian reported that the minutes from the March 13, 1997 meeting had been corrected to add the legal wording and a resolution regarding the executive session. On motion of Mr. Hairfield, seconded by Mr. Cross, the minutes of the March 13, 1997 regular meeting and March 27, 1997 special meeting, were approved unanimously by voice vote.

3. TREASURER'S REPORT

The Treasurer's Report from Ms. Pettengill for the Authority was read by Mr. Taylor, along with the Capital Improvement Expenditure Report. On motion by Mr. Cross, seconded by Mr. Campana, the Treasurer's Report, was approved as presented.

4. EXECUTIVE SESSION TO DISCUSS PROPERTY ACQUISITION/DISPOSITION AND AN ECONOMIC DEVELOPMENT PROSPECT

Mr. Taylor recommended that the IDA go into Executive Session pursuant to Section 2.1-344 (A) (3) of the Code of Virginia to consider acquisition/disposition of a parcel/parcels of property for public use. On a motion made by Mr. Cross, seconded by Mr. Demer, the IDA went into

Executive Session. Chairman Nystrom declared the IDA out of Executive Session at 4:50 P.M. and considered a motion from Mr. Cross to approve Resolution Certification of Executive Session, which was seconded by Mr. Campana.

RESOLUTION

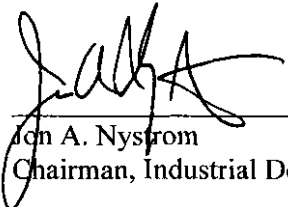
MEETING DATE: June 12, 1997

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Industrial Development Authority of James City County, (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 Board 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, 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.



John A. Nystrom
Chairman, Industrial Development

Authority

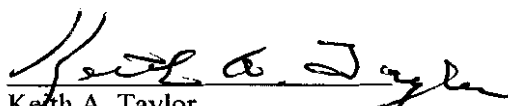
VOTE:

AYE: 6

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 Industrial Development Authority

Adopted by the Industrial Development Authority of James City County, Virginia, this 12th Day of June, 1997.

5. ACTION ITEMS

IDA Strategic Plan

Chairman Nystrom reported that he and Mr. Cross had worked to finish the IDA strategic plan and suggested that it be approved by all present. On a motion by Mr. Campana and seconded by Mr. Demer, the IDA Strategic Plan was approved by unanimous voice vote.

6. PERSONNEL MATTERS

IDA Director Terms Ending

Chairman Nystrom reported that Mr. Hairfield and Mr. Cross' terms will expire in July. Mr. Hairfield has declined reappointment.

Mr. Hairfield left the meeting at this time.

Strategic Plan Committee Appointments

Mr. Nystrom asked for volunteers for the various committees to fulfill the commitments stated in the Strategic Plan's goals and objectives. Mr. Nichols and Mr. Cross volunteered to perform Strategy 2.1.1. Mr. Demer volunteered to fulfill Strategy 2.3.2. Mr. Nystrom volunteered to help Mr. Demer with Strategy 2.3.3. Mr. Campana then volunteered to fulfill Strategy 3.2.5.

7. REPORTS

James River Commerce Center

John Horne reported that there is a shared contract with Williamsburg Developments, Inc. that is an ongoing contract for maintenance. Colonial Williamsburg has a RFP out now which should be awarded next week for the grass cutting. Sandra Barner stated that the grass along Endeavor Drive will remain uncut for now to allow the new rye grass to become stable.

Industrial Shell Building

Keith Taylor reported that the shell building deal that was in the works is now officially "dead", and that the Office of Economic Development is continuing to actively market the building.

Comprehensive Plan Final Update

Mr. Horne stated that the Comprehensive Plan should be back from the printer in thirty days.

1996 Annual Report

Chairman Nystrom stated that he made the annual report presentation to the Board of Supervisors at their April, 1997 meeting. He stated it was a positive report. Mr. Wanner commended Mr. Nystrom on getting the information into the Virginia Gazette.

Strawberry Plains Road Property

Mr. Taylor reported that planning will add additional setbacks as a buffer which could render the property non-developable. He further stated there are still several people interested in it. Mr. Wanner stated he is still trying to find a place for the Farmer's Market to relocate to.

James River Enterprise Zone

Ms. Barner reported that the first applicants would soon be submitting their requests. She further stated that interest in the Enterprise Zone is picking up. The IDA should request reimbursement from the Board of Supervisors for part of the Enterprise Zone grants.

Peninsula Mayors & Chairs Economic Development Steering Committee

Chairman Nystrom reported that he had attended several meetings concerning this regional effort. The committee is expected to finalize its recommendations by this fall.

Target Industries Project

Ms. Barner reported that the project was just about finished and that the Office of Economic Development is not pleased with the results. Most businesses acknowledged receiving the materials. She further stated that there were two more similar projects tentatively lined up for next year. Mr. Taylor reported that Donna Christian will be preparing a project analysis.

Industrial Directory Update

Ms. Barner reported that the Industrial Directory update should be finished by early next month. She stated that there was an improved response from area businesses this time and there was growth in all categories.

Small/New Business Assistance Program

Mr. Taylor reported that Mr. Wanner appointed Mr. Porter to oversee the project which will include discussions with William & Mary to organize a focus group of small businesses to help identify issues important to them that need to be addressed.

1997 Existing Industry Appreciation Week

Ms. Barner reported that the Celebration of Industry event went very well. She has ordered two scanners for the high schools, on behalf of the IDA, and hope to get some publicity for the IDA from this. Mr. Nystrom suggested re-examining the invitation list to add more businesses to it.

Prospect Outreach

Mr. Taylor stated he attended the Medical Design and Manufacturing Show in New York. He reported that this is the second target industry group we will be focusing on. There will be a prospect development team trip with Virginia Economic Development Partnership to New York in the fall. Mr. Taylor further stated there will be a communications show in the fall in Las Vegas, Nevada.

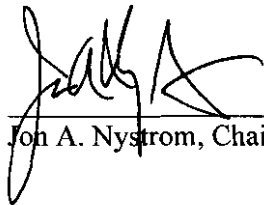
8. OTHER BUSINESS

Mr. Taylor asked the IDA directors if they wanted him to prepare a letter to Mr. Ed Roesch thanking him for deciding to stay and expand in James City County. All members present said yes.

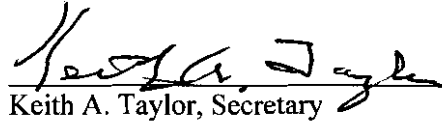
Mr. Demer asked if the City approved the baseball stadium. Mr. Wanner stated that the City of Williamsburg turned it down by a vote of 4-1.

9. ADJOURNMENT

There being no further business, Mr. Nichols made a motion to adjourn. The motion was seconded by Mr. Cross and passed unanimously by voice vote. The meeting was adjourned at 5:45 p.m.



Jon A. Nystrom, Chairman

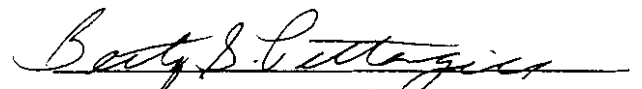


Keith A. Taylor, Secretary

TREASURER REPORT
INDUSTRIAL DEVELOPMENT AUTHORITY

FY 97

<u>REVENUE SOURCE</u>	<u>COLLECTED THIS PERIOD</u>	<u>COLLECTED TO DATE</u>
Farmers Market Lease	\$ 1,700.00	\$6,800.00
Interest on Available Cash	5,681.90	13,894.39
Loan Payments		152,710.92
General Fund Transfer		213,463.00
Received From Commonwealth		
Bond Application Fees	82,700.00	134,130.00
Stonehouse Commerce Park	253,385.66	253,385.66
Expense Reimbursement	2,575.01	4,575.01
Quarterly Receipts	346,042.57	
Fiscal Year Receipts		778,958.98
BANK BALANCE JUNE 30, 1996		187,699.96
Total Receipts		966,658.94
Disbursements This Period	3,900.82	
Previous Disbursements	223,022.41	
Total Disbursements To Date		226,923.23
Bank Balance May 31, 1997		739,735.71


Betty S. Pettengill, Treasurer
June 10, 1997