

AT A MEETING OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON JULY 8, 1999, AT 3:30 P.M. IN THE BUILDING C CONFERENCE ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

1. ROLL CALL

The meeting was called to order by Chairman Bartlett at 3:30 p.m. A roll call by Secretary Taylor identified the following members present:

Mr. Gilbert Bartlett  
Mr. John Berkenkamp  
Mr. Vincent Campana, Jr.  
Mr. William Greenwood  
Mr. Jon Nystrom

ABSENT

Mr. Robert Demer  
Mr. Sterling Nichols

ALSO PRESENT

Keith Taylor, Secretary, IDA  
Sandra Barner, Project Coordinator, Office of Economic Development  
Donna Christian, Recording Secretary, IDA  
Sanford Wanner, County Administrator  
William Porter, Assistant County Administrator  
Tom Pennington, Information Resources Management, James City County  
John McDonald, Financial Management Services, James City County  
Bryan Smith, Virginia Power  
Wayne Williamson, Virginia Power  
Daniel Malone, Williamsburg Internet Association  
Hank Dorris, Williamsburg Internet Association

2. APPROVAL OF MINUTES

On a motion by Mr. Nystrom and a second by Mr. Greenwood, the minutes from the May 24, 1999 meeting were approved by unanimous voice vote.

3. FINANCIAL REPORTS

Mr. Taylor stated that there is no Treasurer's report because the Treasurer was out of town on a conference. Mr. Taylor gave an explanation of the IDA's Operating Budget and the Capital Improvements Budget for the past two months.

Mr. Bartlett suggested that the IDA move to Item Number Seven on the agenda, Action Items, FY 2000 Operating Budget. Mr. Greenwood stated that he had been appointed to review the IDA's budget from last fiscal year and recommended that the proposed FY00 budget be adopted.

On a motion by Mr. Greenwood and a second by Mr. Berkenkamp, the FY00 operating budget was adopted by unanimous voice vote.

4. PERSONNEL MATTERS

Mr. Taylor reported that Ms. Barner had completed the Historic Triangle Leadership class and graduated.

5. PRESENTATIONS

a. The Impact of Power Industry Deregulation

Mr. Smith gave a presentation regarding the deregulation of electric power in Virginia. He discussed the potential impact this will have on consumers and what they can expect over the next several years. He further stated that Virginia Power welcomes deregulation. He then answered questions from the IDA.

b. E-Commerce, An Emerging Industry

Mr. Malone and Mr. Dorris with the Williamsburg Internet Association gave a presentation regarding a proposed master plan to provide a broadband of communication for James City County.

6. REPORTS

a. BOS Liaison to IDA

No report.

b. Planning Commission Liaison

No report.

c. Peninsula Alliance for Economic Development

Mr. Nystrom reported that fundraising work is being done. He also stated that he will be traveling to Salt Lake City, Utah with the Alliance to look at a community there and how it is set up with regard to Economic Development

d. Research & Technology District Task Force

Mr. Campana reported that the task force is currently working on a mission statement and will move on afterward to other issues. He stated that he will continue to report back to the IDA and the Board of Supervisors.

e. Strategic Plan Implementation

No report.

f. Dialog with Richmond Area IDAs

No report.

g. Questions Concerning Written Staff Report

There were no questions.

7. OTHER BUSINESS

a. American Economic Development Council Recognition

Mr. Taylor reported that the James City County Economic Development Marketing Brochure received an award from the American Economic Development Council for "Best of Class" at the Annual AEDC Conference.

b. County Fair Exhibit

Ms. Barner stated that once again the Economic Development office will have a booth at the County Fair which will be held on August 14. She asked for volunteers from the IDA to help man the booth.

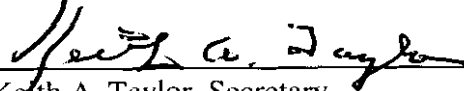
c. Joint BOS/IDA Work Session

Mr. Bartlett reminded the IDA that the next regularly scheduled IDA meeting will be September 9, which is a joint meeting with the IDA and the Board of Supervisors. Mr. Nystrom suggested the IDA have an agenda at this meeting. The IDA decided to have a special meeting to discuss what this agenda would be.

8. ADJOURNMENT

There being no further business Chairman Bartlett entertained a motion from Mr. Berkenkamp to adjourn. The motion was seconded by Mr. Nystrom and approved by unanimous voice vote. The meeting was adjourned at 5:10 p.m.

  
Gilbert A. Bartlett, Chairman

  
Keith A. Taylor, Secretary

**Industrial Development Authority  
of the County of James City  
FY 99 Budget Report  
Periods Covered May 99 - June 99**

<b>Account #</b>	<b>Account Name</b>	<b>Beginning Budget</b>	<b>Exp. May-Jun*</b>	<b>Previously Reported YTD Expenses*</b>	<b>Total YTD Exp.*</b>	<b>Balance</b>
021-010-0203	Professional Services	\$ 3,500.00	\$ -	\$ -	\$ -	\$ 3,500.00
021-010-0205	Promotion	\$ 7,300.00	\$ 5,410.74	\$ 4,943.00	\$ 10,353.74	\$ (3,053.74)
021-010-0210	Insurance	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ -
021-010-0219	Telephone	\$ 400.00	\$ 103.98	\$ 266.15	\$ 370.13	\$ 29.87
021-010-0220	Travel & Training	\$ 2,000.00	\$ -	\$ 1,734.25	\$ 1,734.25	\$ 265.75
021-010-0232	James River Comm.Ctr.OE.	\$ 12,000.00	\$ -	\$ 2,456.50	\$ 2,456.50	\$ 9,543.50
021-010-0233	Shell Building OE.	\$ 5,000.00	\$ 269.64	\$ 4,162.11	\$ 4,431.75	\$ 568.25
021-010-0234	Strawberry Plains OE.	\$ 2,000.00	\$ 168.19	\$ 2,177.01	\$ 2,345.20	\$ (345.20)
021-010-0235	Annual Audit	\$ 4,000.00	\$ -	\$ 3,950.00	\$ 3,950.00	\$ 50.00
021-010-0300	Advertising	\$ -	\$ -	\$ 67.20	\$ 67.20	\$ -
021-010-0319	Office Supplies & Equipment	\$ 500.00	\$ -	\$ 639.30	\$ 639.30	\$ (139.30)
021-010-0398	OED Discretionary Exp.	\$ 1,500.00	\$ 508.40	\$ -	\$ 508.40	\$ 991.60
<b>Totals</b>		<b>\$ 38,700.00</b>	<b>\$ 6,460.95</b>	<b>\$ 20,895.52</b>	<b>\$ 27,356.47</b>	<b>\$ 11,343.53</b>

\*Extrapolated from monthly computer printouts  
received from the County Accounting Office.

**Shell Building Improvements**

021-010-0240	Shell Building Improvements	\$ -	\$ 395,756.74	\$ 14,947.68	\$ 410,704.42	\$ (410,704.42)
<b>Totals</b>		<b>\$ -</b>	<b>\$ 395,756.74</b>	<b>\$ 14,947.68</b>	<b>\$ 410,704.42</b>	<b>\$ (410,704.42)</b>

**James City County**  
**Capital Improvement Project Funds**  
**Involving Industrial Development Authority**  
**FY 99**  
**Periods Covered May 99-Jun 99**

Account #	Account Name	Total Budget	Exp. May 99-Jun 99*	Previously Reported YTD Expenses	Total Expenses	Balance
013-071-0200	James River Commerce Center	\$ 842,352.00	\$ -	\$ 673,726.00	\$ 673,726.00	\$ 168,626.00
013-071-0300	Economic Development	\$ 1,315,000.00	\$ -	\$ 576,593.68	\$ 576,593.68	\$ 738,406.32
013-071-0400	Industrial Shell Building	\$ 3,250,000.00	\$ 15,000.00	\$ 3,131,535.47	\$ 3,146,535.47	\$ 103,464.53
<b>TOTALS</b>		<b>\$ 5,407,352.00</b>	<b>\$ 15,000.00</b>	<b>\$ 4,381,855.15</b>	<b>\$ 4,396,855.15</b>	<b>\$ 1,010,496.85</b>

\*Extrapolated from monthly computer printouts  
received from the County Accounting Office.

**Industrial Development Authority  
of the County of James City, Virginia  
Proposed FY00 Operating Budget**

Account#	Account Name	Adopted Budget FY 99	Actual Expenses YTD (thru 4/99)	Proposed Budget FY00
021-010-0203	Professional Services	\$ 3,500.00	\$ -	\$ -
021-010-0205	Promotion	\$ 7,300.00	\$ 4,943.00	\$ 17,500.00
021-010-0210	Insurance	\$ 500.00	\$ 500.00	\$ 500.00
021-010-0219	Telephone	\$ 400.00	\$ 266.15	\$ 500.00
021-010-0220	Travel & Training	\$ 2,000.00	\$ 1,734.25	\$ 3,000.00
021-010-0232	James River Commerce Center OE.	\$ 12,000.00	\$ 2,456.50	\$ 3,000.00
021-010-0233	Shell Building Operating Expenses	\$ 5,000.00	\$ 4,162.11	\$ 6,000.00
021-010-0234	Strawberry Plains - Ops	\$ 2,000.00	\$ 2,177.01	\$ -
021-010-0235	Annual Audit	\$ 4,000.00	\$ 3,950.00	\$ 4,500.00
021-010-0300	Advertising	\$ -	\$ 67.20	\$ -
021-010-0319	Office Supplies & Equipment	\$ 500.00	\$ 639.30	\$ 700.00
021-010-0398	OED Discretionary Expenses	\$ 1,500.00	\$ -	\$ 1,500.00
Totals		\$ 38,700.00	\$ 20,895.52	\$ 37,200.00

**Industrial Development Authority  
of the County of James City, Virginia  
FY00 Operating Budget**

<b>Account#</b>	<b>Account Name</b>	<b>Adopted Budget FY00</b>
021-010-0203	Professional Services	\$ -
021-010-0205	Promotion	\$ 17,500.00
021-010-0210	Insurance	\$ 500.00
021-010-0219	Telephone	\$ 500.00
021-010-0220	Travel & Training	\$ 3,000.00
021-010-0232	James River Commerce Center OE.	\$ 3,000.00
021-010-0233	Shell Building Operating Expenses	\$ 6,000.00
021-010-0234	Strawberry Plains - Ops	\$ -
021-010-0235	Annual Audit	\$ 4,500.00
021-010-0300	Advertising	\$ -
021-010-0319	Office Supplies & Equipment	\$ 700.00
021-010-0398	OED Discretionary Expenses	\$ 1,500.00
<b>Totals</b>		<b>\$ 37,200.00</b>



**OFFICE OF ECONOMIC DEVELOPMENT  
PROJECTS STATUS REPORT  
July 8, 1999**

**James River Commerce Center**

Included in PAED tour for VEDP marketing managers 6/24/99. Tory Gussman and Andy Hungerman gave presentation.

**Shell Building**

John Deere advance team is occupying 22,000 square feet under temporary CO. Deere has requested to be allowed to maintain grounds itself during its occupancy. Drive-by of building included in VEDP marketing managers tour 6/24/99.

**James River Enterprise Zone**

No new activity.

**Labor Market Profile**

Has been updated and distributed to Directors. W&M Student intern assisted in preparation.

**Events IDA Directors invited to attend since last meeting**

Bob Demer to Brown/Toano Business Park debriefing, June 1  
All directors to BOS worksession on economic development incentives, June 23  
Gil Bartlett to reception for VEDP marketing managers tour, June 24  
Skip Campana on Existing Industry Visit (Tao Systems), June 25  
All directors to John Deere groundbreaking at Stonehouse, June 28

**Coming Up**

Tech 2000 convention at Williamsburg Marriott, July 28-30. JCC OED sponsoring continental breakfast Wednesday, July 28, 7:30-9:00 AM.  
County Fair, August 14, one hour slots

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