

## MINUTES

AT A WORK SESSION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON JUNE 23, 2004, IN THE HUMAN RESOURCES CONFERENCE ROOM, BUILDING F, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

### 1. CALL TO ORDER

The meeting was called to order by Vice-Chair Hartmann at 8:10 AM

### 2. ROLL CALL

A roll call identified the following members present:

Mr. Alvin Bush  
Mr. Bernard Ngo  
Ms. Virginia Hartmann  
Mr. Mark Rinaldi

#### ALSO PRESENT

Sandra Barner, County Economic Development Project Coordinator  
Marcè Musser, IDA Recording Secretary  
Keith A. Taylor, IDA Secretary  
Mr. Leo P. Rogers, IDA General Counsel  
Ms. April Taylor, *Daily Press* Business Reporter

#### ABSENT

Mr. Gilbert Bartlett  
Mr. John Berkenkamp  
Mr. Vincent A. Campana

### 3. CONTINUATION OF WORK SESSION ON TOPICS FOR JULY 27 JOINT WORK SESSION WITH BOARD OF SUPERVISORS

Mr. Taylor handed out a summary of discussion points from the previous IDA Work Session and reviewed the IDA's Mission Statement and Values.

Mr. Rinaldi asked Mr. Rogers what changes the IDA is allowed by the state in regards to financing and development of housing as the result of its name change. Mr. Rogers responded that there are no legal differences between Economic Development Authority (EDA) and IDA capabilities.

After significant discussion, key topics for the Joint Work Session were outlined in draft form.

- I. REVIEW IDA MISSION AND VALUES STATEMENTS
- II. REVIEW EXAMPLES OF RECENT IDA ACTIVITIES
  - A. Managed Technology Policies Consultant Study
  - B. 2003 Comprehensive Plan Update input
  - C. Sponsored creation of W&M Business School Metrics Fiscal Impact Analysis Model for County
  - D. Organized and staged Women-Owned and Minority Business Enterprise Procurement Conference
  - E. Selective input on economic development-related rezoning and Special Use Permit cases
  - F. Requested legislative action to change name from “Industrial Development Authority of James City County” to “Economic Development Authority”
    1. Part of BOS 2004 General Assembly Legislative Package
    2. Approved by General Assembly and Governor
    3. Became effective this past July 1<sup>st</sup>
- III. RATIONALE FOR NAME CHANGE
  - A. More reflective of broader base of recent previous involvement (reference activity highlights above as examples)
  - B. Presents opportunity to explore with you other areas of activity
- IV. OTHER POSSIBLE ACTIVITY AREAS
  - A. Enhanced Education/Public Awareness of EDA by EDA
    1. Who we are
    2. What we do
    3. Why we do it
  - B. Small Business Assistance
    1. Create JCC definition
    2. Then identify
    3. Serve as advisor regarding County application and permitting processes
    4. Solicit small business interest in visitation via mail/E-mail
    5. Technology-related business incubator
- V. ESTABLISH A JOINT TASK FORCE
  - A. Purposes
    1. Identify ways to ease the regulatory process for economic development target projects (e.g. performance standards vs. list of uses zoning, ease the SUP process)
    2. Discuss County interest in attracting and ways to attract large retail establishments
    3. Identify and discuss ways to maximize other economic development opportunities (e.g. new hospital as an attractor, development/redevelopment of riverfront area(s))

B. Composition

1. BOS rep
2. IDA rep
3. County Staff reps (OED, DM, FMS)
4. County business reps (2)

C. Outcomes

1. Recommendations to BOS/IDA by \_\_\_\_\_
2. Actions, if required by BOS/IDA

The final version of the IDA's presentation at the Joint Work Session will be decided at the July 15 IDA Meeting.

**4. CLOSED SESSION**

Mr. Taylor recommended that the IDA go into Closed Session pursuant to Section 2.2-3711 (A) (5) of the Code of Virginia to discuss a prospective business or industry/or expansion of an existing business or industry where no previous announcement has been made.

Mr. Rinaldi made the motion, seconded by Mr. Bush, to convene into Closed Session. The motion was approved by the following roll call vote:

Mr. Bush	Aye
Ms. Hartmann	Aye
Mr. Ngo	Aye
Mr. Rinaldi	Aye.

At 9:32 AM the IDA convened into Closed Session.

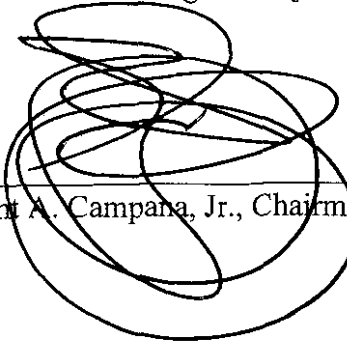
Ms. Hartmann reconvened the Authority into open session at 9:38 AM.

Ms. Hartmann considered a motion from Mr. Rinaldi, seconded by Mr. Bush, to approve the Resolution Certification of Closed Meeting. The motion was approved by the following roll call vote:

Mr. Bush	Aye
Ms. Hartmann	Aye
Mr. Ngo	Aye
Mr. Rinaldi	Aye.

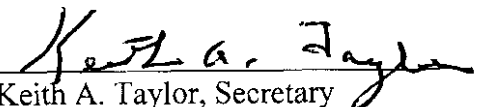
**5. ADJOURNMENT**

adjourn. The meeting was adjourned at 5:21 PM.



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Vincent A. Campana, Jr., Chairman



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Keith A. Taylor, Secretary

## RESOLUTION

MEETING DATE: June 23, 2004

### CERTIFICATION OF CLOSED MEETING

WHEREAS, the Industrial Development Authority of the County of James City, Virginia (IDA) has convened a closed 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 2.2-3711 of the Code of Virginia requires a certification by the IDA that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Industrial Development Authority of the County of James City, Virginia, hereby certifies that, to the best of each members' knowledge; (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies; and (ii) only such public business matters were heard, discussed or considered by the IDA as were identified in the motion, Section 2.2-3711 (A) (5) of the Code of Virginia to discuss a prospective business where no previous announcement has been made.

  
Virginia Hartmann, Vice Chair  
Industrial Development Authority

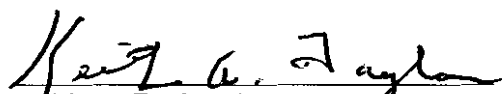
### VOTE:

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  
Industrial Development Authority