

WORK SESSION MINUTES

ECONOMIC DEVELOPMENT AUTHORITY OF JAMES CITY COUNTY BUILDING F BOARD ROOM, 101 MOUNTS BAY ROAD 4:00 PM, TUESDAY, SEPTEMBER 27, 2005

1. CALL TO ORDER

The meeting was called to order by Chairman Hartmann at 4:05 PM.

2. ROLL CALL

A roll call identified the following members present:

Mr. Vincent A. Campana, Jr.
Ms. Virginia Hartmann
Mr. Bernard Ngo
Mr. Mark G. Rinaldi
Mr. Thomas G. Tingle

Also Present:

M. Anderson Bradshaw, BOS Liaison, Stonehouse District
Michael J. Brown, BOS Chair, Powhatan District
Sandra Barner, OED Project Coordinator
Bruce C. Goodson, BOS Roberts District
Jay T. Harrison, Sr., BOS Vice Chair, Berkeley District
John J. McGlennon, BOS Jamestown District
Marcè Musser, EDA Recording Secretary
Bill Porter, Assistant County Administrator
Leo P. Rogers, EDA General Counsel
Keith A. Taylor, EDA Secretary
Sanford B. Wanner, County Administrator

Absent:

Mr. Alvin Bush
Mr. Michael J. Diedzic, Jr.

3. DISCUSSION

Ms. Virginia Hartmann, Chair of the Economic Development Authority (EDA), explained the need to define James City County's businesses in order to promote partnerships between these

businesses and the County, as well as help them compete. Ms. Hartmann, explained that many suggested efforts were beyond the EDA's scope of action. Therefore, it was recommended a joint task force would be more capable of addressing issues such as identifying businesses that should be assisted in terms of size, pay scale, revenue, etc., what kind of assistance could be offered to these businesses, and how to expedite and more efficiently process the assistance that is given.

The Board and staff discussed the importance of defining which businesses should be addressed through this effort. Mr. Ngo, Ms. Hartmann, and Mr. Campana stressed the EDA's desire to focus on small- and medium band businesses and also to pay close attention to retention of cornerstone businesses in the community, in addition to recruiting new larger businesses. It was explained that the Expedited Review Program and certain other existing County programs only apply to a few of the larger economic projects in the County. Since most of the County's businesses are in the small to medium range, the EDA would like to explore ways to provide more assistance to businesses of this size.

The business climate, such as the relative contribution of small to medium businesses versus larger industries in the area, as well as regulations and policies affecting economic development in James City County were taken into consideration.

Mr. Brown suggested that a consensus should be obtained to establish a task force, select its members, allow them to begin their efforts, and then create a review process to evaluate what the task force has done.

Ms. Hartmann expressed the EDA's wish to establish a task force comprised of nine individuals including a Board of Supervisors member, a Planning Commission member, a senior County staff member, a EDA member, general citizenry that may be a small business owner, a member of the large business and industry segment, a member of the engineering and design segment, and a Chamber of Commerce member.

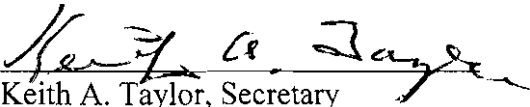
The Board requested a proposal of resources necessary for this project, recommendations for the task force members, and a statement of the Task Force's charter, mission, and expected outcome.

5. ADJOURNMENT

There being no further business, Chairman Hartmann entertained a motion by Mr. Rinaldi to adjourn. The motion was approved by unanimous voice vote, and the meeting adjourned at 5:25 PM.



Virginia B. Hartmann, Chairman



Keith A. Taylor, Secretary

JOINT **BOS/EDA** WORK SESSION
DISCUSSION NOTES
Revised 9-9-05

Establish Joint Task **Force(s)**

Background:

The perception of James City County's attractiveness/receptiveness to business and industry might be fairly characterized as variable. To enhance our County's success at facilitating the three tenets of economic development – retain, expand and attract – the EDA believes that a more uniformly held perception of James City County as a friendly and desirable place to do business is required.

Purpose:

To define, consider/study, and identify opportunities for removing obstacles to predictable, efficient and expeditious non-residential development policies, review and approval processes.

Composition:

Comprised of one or more groups, with membership targeted to specific challenges, general representation should include at least one person from the following: the Board of Supervisors, the Planning Commission, Senior County Staff, Economic Development Authority, general citizenry, business/industry, engineering/design community, Chamber of Commerce and special stakeholders specific to a particular issue.

Potential Work Efforts:

1. Establish listing of desirable business/industry categories
 - a. Small, medium and large
 - b. Commercial, industrial, tourism-related, service, other
2. Evaluate/Improve the Development Review (DR) Process
 - a. Minimize subjective plan review processes; increase objective standards and technical specifications
 - b. Increase the use of form-based or performance zoning regulations
 - c. Increase resources for in-house commercial building plan review; enhance third party review opportunities
 - d. Establish County ombudsman empowered to advance identified economic development swiftly through the review process
 - e. Clarify expedited review process – which projects qualify (type, size)
3. Business Climate/Sensitivity Training
 - a. Importance of economic development, generally
 - b. Relative contribution of small and medium business/industry versus large industry
 - c. Existing business/industry – loyal clients, heavily invested, overly restrictive regulations unnecessarily preclude efficient expansion
4. Geographic considerations
 - a. Fresh look at where certain uses should/should not go
 - b. Pro-active investment in infrastructure to entice desirable development in desirable locations
 - c. Forward thinking recognition of inevitability of future rail – plan for higher intensity uses in areas capable of being efficiently served by rail
 - d. County-sponsored regional stormwater management solutions
 - i. treat previously untreated areas; in so doing, allow for expansions of existing businesses
 - ii. minimize proliferation of smaller, less efficient facilities
5. Review regulations/policies – eliminate those which do not by definition advance the causes they purport to advance, but which are viewed as hindrances to economic development.