

AT A SPECIAL MEETING OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON AUGUST 22, 2002, AT 8:00 A.M. IN THE BUILDING C CONFERENCE ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

1. CALL TO ORDER

The meeting was called to order by Chairman Nichols at 8:05 a.m.

2. ROLL CALL

A roll call identified the following members present:

Mr. Gilbert Bartlett  
Mr. Vincent Campana, Jr.  
Ms. Virginia Hartmann  
Mr. Sterling Nichols  
Mr. Mark Rinaldi

ALSO PRESENT

Keith A. Taylor, Secretary, IDA  
Bruce Goodson, Board of Supervisors IDA Liaison  
William C. Porter, Assistant County Administrator  
Kelly See, Recording Secretary, IDA  
Sandra Barner, OED Project Coordinator  
Stephanie Ahrendt, County Purchasing Director

ABSENT

Mr. John Berkenkamp  
Mr. Jon Nystrom

3. PERSONNEL MATTERS

a. IDA Director Changes

Mr. Nichols reported that Mr. Nystrom had submitted his resignation from the IDA effective September 1 and the Board of Supervisors had appointed Mr. Alvin Bush to fill Mr. Nystrom's unexpired term which expires in July of 2003.

4. ACTION ITEMS

a. Shell Building #2 Design and Engineering Services Contract

Mr. Campana reported that the selection committee for the Shell Building #2 design and engineering services contract had chosen McKinney and Company. Mr. Taylor noted that the contract was for \$110,000. He and Ms. Ahrendt then answered questions from the Directors. Mr. Rinaldi stated that he had not been involved in the preparation of the proposal and will continue to not be involved in the project, including abstaining from the vote to approve the contract, on the

advice of counsel. Mr. Bartlett made a motion to empower the IDA Chairman to sign, on behalf of the IDA, Contract No. 02-0132 for Architectural/Engineering Services by and between the Industrial Development Authority of James City County and McKinney and Company. On a second by Ms. Hartmann, the motion was approved by voice vote. Mr. Rinaldi abstained from voting on this motion.

5. OTHER BUSINESS

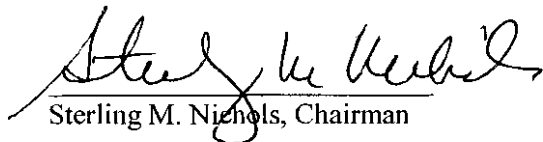
a. Technology Policy Consultant Study RFP

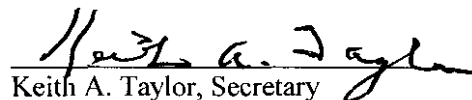
Mr. Campana reported that the Directors had been sent an updated version of the Technology Policy Consultant Study for review. He reported that once proposals were received, a selection committee would interview the consultants prior to selection. Mr. Rinaldi asked if a selection committee had been established and stated that he would like to be involved if possible. On a motion by Mr. Bartlett, and a second by Mr. Rinaldi, the Request for Proposal for the Technology Policy Consultant Study was approved by unanimous voice vote. Ms. Barner asked if the Directors wanted to review a contract prior to making the award to a consultant. Mr. Bartlett stated that IDA should have a discussion of the contract and vote on its approval prior to making an award. All of the Directors present agreed.

Mr. Bartlett asked if there was any news on the status of the John Deere Facility. Mr. Taylor updated the Directors on the status of marketing the building. A discussion of the status of the Standish Energy project and BASF property followed. The IDA Directors indicated an interest in having a status report on the BASF property in light of the recent press coverage. Supervisor Goodson encouraged the IDA to have a briefing by BASF and their broker consultant concerning their pending redeployment strategy, so the IDA would be in a position to weigh in with a recommendation to the Board in light of the fact that any non-industrial use would probably require both comprehensive plan change and a rezoning.

6. ADJOURNMENT

There being no further business Chairman Nichols entertained a motion from Mr. Rinaldi to adjourn. The motion was seconded by Mr. Campana and approved by unanimous voice vote. The meeting was adjourned at 8:53 a.m.

  
Sterling M. Nichols, Chairman

  
Keith A. Taylor, Secretary