

AT A SPECIAL MEETING OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON DECEMBER 12, 2002 AT 7:30 A.M. AT THE CONFERENCE ROOM OF THE WILLIAMSBURG SOAP AND CANDLE COMPANY, 7521 RICHMOND ROAD, JAMES CITY COUNTY, VIRGINIA.

1. CALL TO ORDER

The meeting was called to order by Chairman Nichols at 7:35 a.m.

2. ROLL CALL

A roll call identified the following members present:

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

ALSO PRESENT

Keith A. Taylor, Secretary, IDA  
Kelly See, Recording Secretary, IDA  
Sandra Barner, OED Project Coordinator

ABSENT

Mr. John Berkenkamp

3. COUNTY COMPREHENSIVE PLAN UPDATE/IDA INPUT

a. Introduction to the Topic

Mr. Nichols stated that the Comprehensive Plan Steering Committee drafts the final version of the Comprehensive Plan. He noted that only one person on the current committee had served before on the Steering Committee. Mr. Rinaldi stated that the Steering Committee is shooting to finish its work in June. Mr. Nichols stated that if the IDA did not feel it could do a good enough job to put a position together by Monday's Steering Committee meeting, then maybe they should defer providing input until later. Mr. Rinaldi stated that he suspected they would meet resistance to that option since it would be frustrating to the Steering Committee to get input at the end of the process. Mr. Taylor noted that the documents that go before the Steering Committee are done by staff with advice from the Steering Committee. Mr. Rinaldi stated that he and Ms. Hartmann had let Mr. McCleary know that the IDA had not yet explored the issues listed in their memo in detail as a group. Ms. Barner stated that a consultant had been retained by Planning Staff to evaluate the Comprehensive Plan compared to other localities, research demographics and craft the youth involvement strategy. The consultant's findings will come as a report to staff. Mr. Taylor noted that the consultant helped to set up the Community Listening posts.

b. The Sixteen Points Memo, Suggested Approaches

Mr. Bartlett suggested that the Directors look at the 16 points outlined in Mr. Rinaldi and Ms. Hartmann's December 5<sup>th</sup> memo and determine the top five issues to address at Monday's Steering Committee meeting and then come back to address the rest at a later time. Mr. Bush stated that the Comprehensive Plan should contain some language related to a policy on increasing minority business enterprises in James City County. He stated that County Administrator Wanner and Board of Supervisors members had asked him to look at putting together a Minority Business Forum. He stated that by looking at other localities' procurement websites, he had determined that other localities have procurement policies focused on attracting minority and women businesses but that James City County does not highlight such a focus. Mr. Rinaldi stated that a policy to encourage minority business enterprises could be an action item in the goals, strategies and actions. Minority business policies was added as point number 17.

Ms. Hartmann stated that a discussion on big boxes at the last Steering Committee meeting came out of the goals and actions. Mr. Taylor stated that staff added the big box piece because citizens had indicated on the citizen survey that they want more big box retail in the County.

Mr. Taylor suggested the IDA put together a white paper as a "leave-behind" for Monday's meeting listing the top five points to be presented by the IDA. Mr. Bartlett suggested the Directors individually choose their top five points to present at Monday's meeting and also which items should drop off the list. Mr. Bush suggested looking at the IDA's vision statement and choosing items which are related to that. Mr. Rinaldi asked if the IDA should take a broader approach and include support for tourism and medical-related businesses.

c. Addition/Deletion of Points

The Directors chose their top six points, in no particular order, as large retail establishments, issues attendant to Jamestown 2007, technology considerations, County water policies, targeted economic development uses, and new hospital site adjacent land use.

d. Developing the Presentation

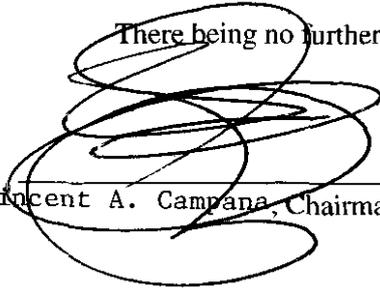
Mr. Nichols suggested introducing each of the top points at Monday's meeting and letting a discussion with the Steering Committee ensue. Mr. Campana suggested letting the committee know what the IDA thinks about each point. The Directors went over each of the six chosen points and identified the major sub-points to present at Monday's meeting. Mr. Bush expressed concern over the omission of minority business policies from the top six points and stated that this issue needs to be highlighted at Monday's meeting as an important point for future discussions. Mr. Bartlett stated that this issue could be highlighted in the preamble of Monday's presentation.

e. Action Plan/End Products

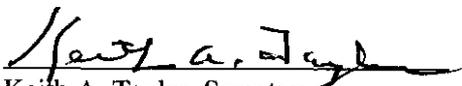
The Directors decided they would present the top six bullet points at Monday's Steering Committee meeting and give detail on each of the six. In addition, the other 11 points would be introduced. Mr. Rinaldi will draft a memo to provide the Steering Committee and a PowerPoint presentation listing the major points will be prepared. Mr. Nichols will make opening remarks on behalf of the IDA and Ms. Hartmann will make the presentation of the top six points.

4. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:23 a.m.



Vincent A. Campana, Chairman



Keith A. Taylor, Secretary