

MINUTES

**ECONOMIC DEVELOPMENT AUTHORITY
OF JAMES CITY COUNTY
BUILDING C CONFERENCE ROOM, 101 MOUNTS BAY ROAD
3:00 PM, THURSDAY, MARCH 17, 2005**

1. CALL TO ORDER

The meeting was called to order by Chairman Hartmann at 3:02 PM.

2. ROLL CALL

A roll call identified the following members present:

Mr. Alvin Bush
Mr. Vincent Campana, Jr.
Ms. Virginia Hartmann
Mr. Bernard Ngo
Mr. Mark Rinaldi

Also Present:

Sandra Barner, County Economic Development Project Coordinator
M. Anderson Bradshaw, BOS Liaison
Bill Bean, William & Mary Technology and Business Center Assistant Director
Matt Clayton, William & Mary Technology and Business Center Director
George Consolvo, Kaufman and Canoles
Ann Davis, Treasurer
Bill Doig, Williamsburg Landing CEO
Barbara Finke, EDA Fiscal Agent
John Horne, Development Management Manager
Sue Mellen, Acting Assistant County Administrator
Marcè Musser, EDA Recording Secretary
Ben Puckett, Williamsburg Landing Associate CEO
Leo Rogers, EDA General Counsel
Keith A. Taylor, EDA Secretary

Absent:

Mr. John Berkenkamp
Mr. Jay Diedzic

3. ACTION ITEM

Mr. Horne informed the EDA that VDOT is seeking a right-of-way on the Mainland Farm property for a walking/bike trail and displayed a map of the proposed location. Discussion followed, centering on concern that, unless reversible, a right-of-way could potentially restrict the property's future value and use.

Mr. Campana moved that the EDA give Ms. Hartmann, as EDA Chair, the authority to execute appropriate documents with VDOT for the trail, and that Mr. Rogers and Mr. Horne attempt to have language included in the agreement that would allow for relocation of the trail, at the owner's expense, if the need arises in the future. The motion was seconded by Ngo and was approved by unanimous vote.

4. APPROVAL OF MINUTES

On a motion by Mr. Rinaldi, and a second by Mr. Bush, the minutes from the January 20, 2005 Meeting were approved as corrected by unanimous vote.

5. FINANCIAL REPORTS

Ms. Finke presented the Treasurer's and Financial Reports for January-February 2005. Mr. Rinaldi made a motion the Reports be adopted as presented. Mr. Ngo seconded the motion, which passed by unanimous voice vote.

6. ACTION ITEM

Ms. Hartmann read a Resolution of Recognition of Joseph Raymond McCleary. On a motion made by Mr. Campana, and seconded by Mr. Rinaldi, the resolution was adopted by unanimous vote.

Ms. Hartmann asked Mr. Rinaldi to research memorial gift opportunities to the Land Conservancy, using personal funds, and report back to the Directors via email.

7. PRESENTATIONS

a. Williamsburg Landing Progress Report.

Mr. Consolvo expressed interest on behalf of Williamsburg Landing in refinancing its "B Grade" Bonds of 1996, in addition to purchasing additional bonds to complete current expansions. Mr. Puckett further described the Landing's plans. The total bond package would be approximately \$18 million, and is expected to be presented at the EDA's April 26 meeting, and at the BOS meeting that same date.

Mr. Taylor reminded Mr. Consolvo the Bond Application would need to be submitted no later than March 27, in order to be considered at the April 26 EDA meeting.

b. William & Mary Technology and Business Center Update

Mr. Clayton and Mr. Bean gave an update on the William & Mary Technology and Business Center (TBC). At present TBC has 28 clients. Nine of these clients are in the Williamsburg/ James City/York area, generating over \$35 million in revenues and employing approximate 100 people.

8. REPORTS

a. Planning Commission Liaison

Mr. Rinaldi provided information and solicited input on the following items of interest:

1. Elevated water storage tanks: Mr. Rinaldi provided remarks to the Planning Commission regarding a proposed code change to eliminate the height limitation of the tanks, which the BOS subsequently approved. A case requesting elevated water tanks at Stonehouse and Season's Trace is coming and will be of interest, since improved JCSA system water pressure and quantity are of concern to economic development.
2. Downzoning of remaining undeveloped Hankins Industrial Park property from M-2 to M-1: The EDA identified issues of concern about the conceptual plan presented. Should this come before the Planning Commission in a formal rezoning request, the EDA will be in a position to make formal comments.
3. Amendment of James River Commerce Center proffers to add additional by-right uses: All property owners in the park are participating in the application. Mr. Rinaldi made a motion that Ms. Hartmann and Mr. Taylor be authorized to execute all necessary documents to effect the proffer amendments. Mr. Bush seconded the motion which passed unanimously.
4. Whitehall Project in the Anderson's Corner area: The project is proposing to change the zoning of approximately 116 acres of B-1 and 50 acres of A-1 to MU, with 50,000 square foot of commercial and office uses on 12 acres, and 614 dwelling units on 154 acres. Discussion centered on general concern over conversion of business property to residential use, and whether this particular case was a unique situation or not.

Ms. Hartmann instructed Mr. Rinaldi to monitor the situation and be prepared to make recommendations to the EDA for reaction via email, if advisable.

5. Increase in plan review fees: A code amendment has been requested to increase the plan review fees on non-residential submittals by 108%. Mr. Rinaldi was directed to

express the EDA's concern over this proposal at the Planning Commission hearing April 4. Ms. Mellen was asked to forward Staff's rationale from a budget perspective to Mr. Rinaldi in advance of the hearing. Mr. Rinaldi will research fees charged by surrounding municipalities.

b. Hampton Roads Economic Development Alliance

Mr. Taylor stated the merger between the Peninsula Alliance for Economic Development (PAED) and the Hampton Roads Economic Development Alliance (HREDA) took place March 1, and he attended their first marketing meeting March 4.

Due to the number of participating localities, HREDA will not be able to attend EDA meetings regularly; however, Mr. Hooks will attend one of the upcoming James City County EDA meetings to meet the Directors, lay out plans for HREDA, and answer any questions.

c. Small and Minority Business Enterprise Initiatives

Mr. Bush reviewed the results of the follow-up survey conducted in February of participants who had attended the October, 2003 procurement seminar. He observed that the responses indicated that some participants did gain from the Conference, and that many options exist today to attend procurement seminars in the Hampton Roads area. He stated that this concludes this item.

d. April Work Session

Mr. Ngo informed the Directors of his meeting with Ms. Mellen and Ms. Finke regarding the April 26 EDA Work Session topic of better sharing and interfacing with the Directors on the EDA's budget. Ms. Finke will give a 30 minute (or less) presentation at that work session to educate the EDA on their finances and how they work.

9. REPORTS OF THE ECONOMIC DEVELOPMENT STAFF

a. Ms. Barner gave an update of issues concerning the James River Commerce Center:

1. Coresix has been identified by staff as the probable qualifier to meet VDOT's Bonded Industrial Access Road Program requirements for release of bond, and that request has been presented to VDOT.
2. Columbia Drive Access Road is in process of construction. This is the road that will provide access to the EDA's property.
3. The Corps of Engineers Jurisdictional Wetlands Permit is due to expire in December 2005. WDI and EDA plan to partner in applying for renewal of the permit.
4. Mr. Bush stated that the Architectural Review Committee for James River Commerce

Center has been meeting to review plans of potential occupants, and asked if the EDA wishes him to make regular reports on these meetings. The consensus was that if a prominent project comes to light, Mr. Bush will report this to the EDA at that time.

- b. Ms. Barner reacquainted the EDA with the County's "Starting a Business Guide" publication. Approximately 1000 of these are given out each year, primarily through the Commissioner of Revenue's office. Ms. Musser coordinates an update before each reprinting.
- c. Mr. Taylor informed the EDA of an existing industry visit to Coresix. The facility is very impressive, and is growing rapidly. The OED is planning to assist Coresix with a ribbon-cutting/open house once their permanent Certificate of Occupancy is issued.
- d. The Michelob ULTRA Open is scheduled May 5-8. Ms. Hartmann expressed interest in replacing "Toward 2007" with another name to avoid confusion. Mr. Taylor will suggest a name change before the 2006 event.
- e. Marketing Missions

Mr. Taylor will attend the Industrial Asset Management Council Spring Forum (IAMC), March 19-23, in Charleston, South Carolina, and the Corporate Real Estate Network (CoreNet) Global Spring World Congress, April 15-20, in Toronto, Canada with the newly merged HREDA.

The IAMC is planning its national convention in the fall of 2006 in the Williamsburg area. At present Mr. Taylor is working to get a function at Jamestown Settlement to showcase James City County in conjunction with HREDA.

- f. HREDA Merger Celebration

Mr. Taylor announced the March 30 Hampton Roads Economic Development Alliance Merger Celebration at the Virginia Air and Space Center in Hampton, to which all Economic Development Professionals, EDA/IDA Chairs, BOS Chairs, and County Administrators/City Mayors were invited.

- g. Spring Business Leaders Breakfast Meeting

Thursday, March 31, the James City County Spring Business Leaders' Breakfast Meeting is scheduled from 7:30-9:00 AM in the Plantation and Burwell Rooms at Kingsmill Resort and Spa. Rick Weigel and Jones Hooks will give a presentation on the HREDA Merger.

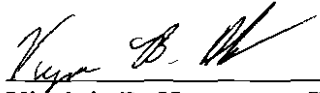
- h. Technology Business Incubator

The County has awarded the contract for tenant improvement work in the building complex of which the Incubator has one floor. Mr. Taylor and Ms. Barner will be

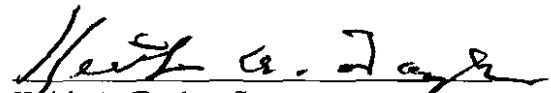
establishing procedural protocol with the people Staff envisions as the management team for the Incubator.

10. 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 5:31 PM.



Virginia B. Hartmann, Chairman



Keith A. Taylor, Secretary