

MEETING MINUTES

**ECONOMIC DEVELOPMENT AUTHORITY (EDA)
OF JAMES CITY COUNTY
BUILDING C CONFERENCE ROOM, 101 MOUNTS BAY ROAD
3:00 PM, THURSDAY, JULY 19, 2007**

1. CALL TO ORDER

The meeting was called to order by Chairman Rinaldi at 3:10 PM.

2. ROLL CALL

A roll call identified the following members present:

Mr. Brien R. Craft
Ms. Leanne DuBois
Mr. Douglas M. Gebhardt
Ms. Virginia B. Hartmann
Mr. Mark G. Rinaldi
Mr. Thomas G. Tingle
Mr. Marshall Warner

Also Present:

Ms. Jennifer Barker, James City County Technology Incubator (JCCTI) Director of Client Services
Mr. M. Anderson Bradshaw, Board of Supervisors (BOS) Liaison to EDA
Mr. Tim Early, JCCTI Director
Mr. Jeremy Keeler, EDA Fiscal Agent
Ms. Marcè Hunt Musser, EDA Recording Secretary
Mr. Bob Oliver, Jamestown Management
Mr. Leo Rogers, EDA General Counsel
Mr. Keith A. Taylor, EDA Secretary
Ms. Tara Woodruff, Accounting Supervisor
Mr. Steven T. Yavorsky, Assistant EDA Secretary

3. PERSONNEL MATTERS

a. Introduction of New EDA Director Appointee

Mr. Rinaldi introduced Ms. DuBois and welcomed her to the EDA. Ms. DuBois briefly

gave her background and qualifications, and expressed her excitement at being appointed to the Board.

b. Resolution of Appreciation

Mr. Rinaldi read a Resolution of Appreciation for Mr. Vincent A. Campana, Jr. Mr. Bradshaw asked that the resolution be amended to reflect Mr. Campana's sense of humor. Mr. Tingle made a motion that the resolution be adopted as amended.

RESOLUTION

CERTIFICATE OF APPRECIATION

WHEREAS, Vincent A. Campana, Jr. served as a member of the Economic Development Authority of James City County from July 1994 to July 2007; and

WHEREAS, Vincent A. Campana, Jr. served as Vice-Chairman of the Economic Development Authority of James City County from January 1999 to December 1999 and January 2002 to December 2002; and

WHEREAS, Vincent A. Campana, Jr. served as Chairman of the Economic Development Authority from January 2003 to December 2004; and

WHEREAS, Vincent A. Campana, Jr. was an invaluable advisor on the Economic Development Authority's James River Commerce Center project, and served on its Architectural Review Board; and

WHEREAS, throughout this period of service Vincent A. Campana, Jr. gave freely of his time, his energy, and his knowledge for the betterment of his County, as an active member; and

WHEREAS, Vincent A. Campana, Jr. consistently demonstrated those essential qualities of leadership, diplomacy, perseverance, dedication and good humor while providing exceptional service to the citizens of James City County.

NOW, THEREFORE BE IT RESOLVED, that the Economic Development Authority of James City County, Virginia, hereby extends its sincere appreciation to Vincent A. Campana, Jr. and recognizes his distinguished service and dedication to the County and its citizenry.

BE IT FURTHER RESOLVED that this Resolution be spread upon the minutes of the Economic Development Authority and that a copy be presented to Vincent A. Campana, Jr.

The motion was seconded by Ms. Hartmann and passed unanimously.

Ms. Musser will arrange for a reception in Mr. Campana's honor.

4. APPROVAL OF MINUTES

Mr. Rinaldi entertained a motion by Mr. Gebhardt to approve the minutes of the May 17, 2007 EDA Meeting and June 19, 2007 EDA Work Session. The motion was seconded by Mr. Warner and passed unanimously.

5. FINANCIAL REPORTS

Mr. Keeler presented the Treasurer's and Financial Reports for May-June 2007, stating there was little activity. There being no questions or discussion, Mr. Rinaldi entertained a motion by Mr. Craft, seconded by Ms. Hartmann, to accept the reports as presented, which passed unanimously.

6. PRESENTATION

Mr. Early gave an update on the clients, prospects and progress of the JCCTI and answered questions posed by the Directors. Mr. Craft expressed his concern at the lack of in-house clients, after which there was a lengthy discussion of possible solutions and plans of action.

7. ACTION ITEMS

a. James River Commerce Center Utility Easement Extention

Mr. Bennett and Mr. Oliver presented a timeline and issues that need to be resolved regarding the utility easement. Mr. Yavorsky and Mr. Rogers clarified issues they had discussed with Jamestown Contracting in the weeks leading up to today's EDA meeting.

After a question and answer period, Ms. Hartmann made a motion that the EDA empower its chairman to execute all documents necessary to provide Jamestown Contracting the requested utility easement through James River Commerce center in accordance with the terms and conditions set forth in Mr. Yavorsky's and Mr. Rogers' July 19, 2007 memorandum to the EDA Directors, as corrected [Paragraph Three, Sentence Four, "\$7000" changed to "\$7.00"]. Mr. Craft seconded the motion which passed unanimously

b. Hampton Roads Association for Commercial Real Estate (HRACRE) Excellence in Design Awards

Mr. Taylor explained that HRACRE had again asked that the EDA sponsor HRACRE's Excellence in Design Awards. This has been an annual sponsorship the Director's have approved for a number of years, though this year the sponsorship has increased from \$300 to \$350. Mr. Gebhardt made a motion that the EDA participate again as a sponsor, which was seconded by Mr. Warner and passed unanimously

8. DISCUSSION ITEMS

a Economic Development Use in Rural Lands Sub-Committee.

Mr. Rinaldi began the discussion by asking explaining that Ms. DuBois and Ms. Hartmann would serve on the sub-committee. He then asked Mr. Bradshaw to give a brief background of the BOS' intentions for the EDA to investigate this matter.

Mr. Bradshaw explained that the County recognized they need to approach rural lands differently than they have in the past. In preparation for the comprehensive plan update, the BOS wants to explore what uses might be suitable for rural lands, and to better understand and promote uses that are consistent with what the County wants rural lands to become and/or remain. The BOS, like the EDA, does not have a lot of experience or understanding, but knows there is a lot surrounding the issue of economic development uses in rural lands which could be explored and/or implemented, which is the particular program the BOS has asked the EDA to take on.

There was discussion of the issues following Mr. Bradshaw's explanation, and it was determined that further discussion would be needed at the next EDA meeting.

b. Former Candle Factory Property

Concern was expressed, and discussion followed on the process being employed regarding site plan review and permissions for the former Candle Factory property, as well as other projects being presented to the Planning Commission.

9. REPORT

a. Business Climate Task Force

Mr. Bradshaw, Mr. Yavorsky and Mr. Taylor brought the EDA up to date on the progress of the BCTF. The final report is expected after the first of the year.

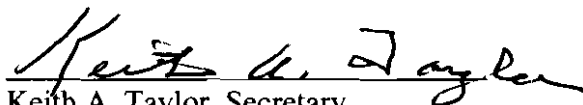
10. REPORTS OF ECONOMIC DEVELOPMENT STAFF

a. In the interest of time, Mr. Taylor shared with the EDA that there were a number of projects presently on the table for OED staff, and briefly reviewed dates for upcoming events.

12. ADJOURNMENT

There being no further business, Chairman Rinaldi entertained a motion by Ms. Hartmann to adjourn, which passed unanimously. The meeting was adjourned at 5:20 PM.


Mark G. Rinaldi, Chairman


Keith A. Taylor, Secretary