

MEETING MINUTES

**ECONOMIC DEVELOPMENT AUTHORITY (EDA)
OF JAMES CITY COUNTY (JCC)
BUILDING C CONFERENCE ROOM, 101 MOUNTS BAY ROAD
8:00 AM, THURSDAY, MARCH 20, 2008**

1. CALL TO ORDER

The meeting was called to order by Chairman Rinaldi at 8:02 AM.

2. ROLL CALL

A roll call identified the following members present:

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

Also Present:

Ms. Carla Brittle, Assistant to the County Administrator
Mr. Jeremy Keeler, EDA Fiscal Agent
Ms. Laura A. Messer, EDA Recording Secretary
Mr. Keith A. Taylor, EDA Secretary
Mr. Steven T. Yavorsky, Assistant EDA Secretary

Arrived Late:

Ms. Virginia Hartmann
Mr. Adam R. Kinsman, Deputy County Attorney

Absent:

Mr. James G. Kennedy, Board of Supervisors (BOS) Liaison to EDA

3. APPROVAL OF MINUTES

After discussing corrections, Mr. Rinaldi entertained a motion by Mr. Tingle to defer the approval of the minutes for the January 17, 2008 meeting until the next meeting and to pass

the minutes for the February 19, 2008 work session. The motion was seconded by Mr. Craft and passed unanimously.

4. FINANCIAL REPORTS

Mr. Keeler presented the Treasurer's and Financial Reports for January-February 2008, stating there was only one significant item of activity, the Renwood Farms lease income collection.

Mr. Tingle asked Mr. Keeler about a line item variance between monthly and year-to-date totals. Mr. Keeler stated he would look into the difference and forward the response to the EDA.

Mr. Rinaldi moved the financial reports be accepted after the change; the motion was seconded by Mr. Tingle and passed unanimously.

5. DISCUSSION ITEMS

- a. Newport News/Williamsburg International Airport Regional Air Service Enhancement Fund (RAISE).

Mr. Rinaldi asked Mr. Kinsman if a written agreement with Newport News/Williamsburg International Airport was necessary prior to the exchange of money.

Mr. Kinsman stated that no agreement needed to be signed, but suggested that a proposal be drafted.

Mr. Rinaldi asked Mr. Yavorsky if an invoice had been received and Mr. Yavorsky stated that raise plans to collect funds as of July 1, 2008 from all jurisdictions.

Mr. Tingle asked if all Peninsula jurisdictions must participate in order for RAISE to occur. A discussion followed about the participation of the JCC EDA's participation at an estimated twenty cents per capita. Mr. Rinaldi expressed his inquiry to the Board of Supervisors (BOS) and stated that he sent a formal request to Mr. Goodson, the BOS Chairman, who responded that at the current time the BOS was not prepared to assist with RAISE due to the current budget conditions.

Ms. Hartmann inquired about the change from Fiscal Year 2008 to Fiscal Year 2009 prior to an invoice being received from RAISE. Mr. Taylor stated that this should not be an issue.

Mr. Rinaldi asked Ms. Brittle about the Fiscal Year 2009 budget's funding for RAISE. Ms. Brittle reported that the County Administration is considering the RAISE Fund as part of the budget. However, the budget will not be formalized until May.

b. Colonial Penniman Waterline Extension

Mr. Rinaldi began a discussion about the progress with the Colonial Penniman Waterline Extension with a debriefing of the events from a March 12 meeting.

Mr. Yavorsky reported that Newport News Waterworks had approved an adjusted site plan and Mr. Rinaldi discussed the different options for the area.

Ms. DuBois stated that the EDA must be sensitive to the community and that it was necessary to act as good stewards.

c. Business Climate Task Force (BCTF)

Mr. Rinaldi stated that he and Mr. Gebhardt had met with Larry Foster to discuss different incentive options and that work had begun towards that portion of recommendations for the BCTF.

Mr. Yavorsky stated that the BOS had some concerns regarding the BCTF at their last meeting and that the BOS would be holding a work session to discuss the BCTF recommendations on April 22 at 4 p.m.

Mr. Craft asked if it was too soon to be working on BCTF recommendations and Mr. Rinaldi stated that Mr. William Porter, Manager of Development Management for JCC, asked the BOS the same question and the BOS said that it was not too early as many things also relate to the Comprehensive Plan.

Mr. Tingle then stated it was important to show the interconnectivity of the BCTF recommendations and that it was vital to not let the BOS work session become a line-item veto. Mr. Rinaldi agreed and asked Mr. Tingle to prepare a paragraph stating this concern to display the commitment of the EDA to the BCTF.

6. REPORTS

a. Planning Commission Liaison

Mr. Gebhardt reported that the current issue with the Planning Commission (PC) was the facility upgrade of the Honda dealer on Richmond Road. The BOS had deferred discussion of the passing of rezoning and licenses due to citizens' concerns about the area's congestion and community character. The EDA, excluding Mr. Tingle, who has a conflict of interest with the project, will work to form an encompassing statement about the issue at hand.

Mr. Rinaldi stated that he has formally asked Jack Fraley, the chairman of the Planning Commission to attend the April EDA meeting with the objective of forming a collaborative effort regarding the Comprehensive Plan Update.

b. James City County Technology Incubator (JCCTI)

Mr. Craft reported that the JCCTI has a new client, Procurement Technical Assistance Center (PTAC), who in three weeks of occupancy has already proven to be an advocate of the JCCTI with nine clients.

Mr. Craft thanked the EDA for their participation in the Hampton Roads Technology Council (HRTC) Mix-N-Mingle on March 18, 2008 stating that Ms. DuBois, Mr. Rinaldi, Mr. Tingle, Mr. Warner, and Mr. Yavorsky were all present.

Mr. Craft also stated concerns about the organizational changes at HRTC including the expansion of responsibilities Ms. Jennifer Barker, JCCTI Client Services Manager, and said he would receive a commitment of hours at JCCTI from Ms. Barker.

c. Economic Development Use of Rural Lands

Ms. DuBois stated that there has recently been growth with local markets and provided a discussion on the emerging local food market's needs for a skilled work force, business growth plan, knowledge on the community's produce needs, and marketing. She stated there was a need for a regional agricultural master plan. Ms. DuBois asked for the EDA's support on such initiatives.

Mr. Rinaldi asked about the demands of local markets and the benefits. Ms. Hartmann discussed the potential for future co-operative agriculture initiatives.

d. Briefing on "Your Role in Successful Economic Development"

Mr. Rinaldi asked if there was time for Mr. Warner's presentation and the EDA decided to defer the briefing to the EDA work session in April.

7. OTHER BUSINESS

Mr. Taylor mentioned the *Virginia Gazette* article on the James River Commerce Center published on Saturday, March 15, 2008 and stated the article was positive.

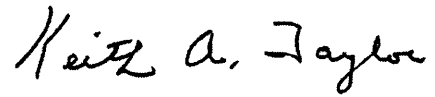
Mr. Taylor also stated that Mr. Gebhardt and Ms. Hartmann's terms as EDA Directors were to expire in July and stated Mr. Gebhardt was seeking reappointment, whereas Ms. Hartmann stated due to job duties she feels unable to meet her responsibilities as a director. A brief discussion followed discussing potential EDA Director candidates.

8. ADJOURNMENT

There being no further business, Chairman Rinaldi entertained a motion by Mr. Gebhardt to adjourn, which passed unanimously. The meeting was adjourned at 10:09 AM.



Mark G. Rinaldi, Chairman



Keith A. Taylor, Secretary