

MEETING MINUTES

**ECONOMIC DEVELOPMENT AUTHORITY (EDA)
OF JAMES CITY COUNTY (JCC)
BUILDING C CONFERENCE ROOM, 101 MOUNTS BAY ROAD
8:00 AM, THURSDAY, MAY 15, 2008**

1. CALL TO ORDER

The meeting was called to order by Chairman Rinaldi at 8:04 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. Ann Davis, Treasurer's Office
Mr. John-Michael Gucwa, Intern, Guernsey Tingle Architects
Mr. Jeremy Keeler, EDA Fiscal Agent
Ms. Christine Lott, Citizen
Ms. Laura A. Messer, EDA Recording Secretary
Mr. Leo P. Rogers, General Counsel
Mr. Keith A. Taylor, EDA Secretary
Mr. Steven T. Yavorsky, Assistant EDA Secretary

Absent:

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

3. FINANCIAL REPORTS

In the essence of time, Mr. Rinaldi motioned that Mr. Keeler precede the approval of minutes. Mr. Keeler presented the Treasurer's and Financial Reports for March-April 2008, stating that there was no significant activity other than the Michelob ULTRA Open marketing event fee.

Mr. Gebhardt asked Mr. Keeler about the expenditure in Travel and Training. Mr. Keeler stated that it was Mr. Warner's reimbursement for his trip to Birmingham, AL.

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

4. APPROVAL OF MINUTES

Mr. Rinaldi moved a motion to pass the minutes for the January 17, 2008 meeting, March 20, 2008 meeting, and April 15, 2008 work session. The motion was seconded by Mr. Warner and passed unanimously.

5. ACTION ITEMS

a. HRACRE Excellence in Development Design Awards/Sponsorship

Mr. Taylor discussed Hampton Roads Association for Commercial Real Estate's annual Excellence in Development Design Awards program and the sponsorship that the EDA participates in each year. The program will take place in October.

Mr. Rinaldi motioned to once again support this program. The motion was seconded by Mr. Warner and passed unanimously.

6. DISCUSSION ITEMS

a. Business Climate Task Force (BCTF)

Mr. Tingle presented a summary written by Mr. Yavorsky from the BOS Work Session on April 22, 2008, where the BCTF report was discussed between the BOS and Mr. Mike Matthews, chairman of the BCTF, Mr. Tingle, liason to the BCTF, Mr. Rinaldi, EDA representative, and Mr. Yavorsky including clarifications of meanings, responsibilities, and timelines

Mr. Tingle explained that prior to the BOS Work Session, Supervisor Mr. Jim Icenhour went through each BCTF recommendation and suggested changes that were discussed at the work session. Mr. Tingle highlighted the changes as primarily being with the wording of the recommendations, specifically the Special Use Permit (SUP) process change and also as responsibility changes, specifically from the EDA to the BOS and the County Administrator.

Mr. Rinaldi stated that OED would take the lead on identifying potential sites for economic development as a part of the comprehensive plan update process and the EDA would assist OED. He also noted there was a deadline of June 30 for completed identification.

Mr. Tingle continued to discuss changes made during the BOS work session including the EDA working with the College of William & Mary (W&M) students to write business plans and workforce housing options.

Mr. Rinaldi asked Mr. Taylor if he knew about the current program at W&M for student involvement in local businesses. Mr. Taylor did not know an answer at the time, but stated he would ask Mr. Jim Golden, W&M Associate Vice President of Economic Development.

Ms. DuBois asked about SCORE's relation to this portion of the BCTF and Mr. Tingle explained that SCORE is active and often works hand-in-hand with students and local businesses.

Mr. Gebhardt questioned what the BOS had decided about the Business Facilitator position presented in the BCTF. Mr. Tingle said that the BOS wishes to reformulate the position, so that it is not a stand-alone position. Instead, a current employee would assume the additional responsibilities associated with the Business Facilitator position. Mr. Tingle emphasized that the position should help project a positive image and message of doing business in the County.

Mr. Craft asked if he should continue his work on technology zones or if he should concentrate his efforts elsewhere until the Comprehensive Plan Update was completed. Mr. Rinaldi stated that research/technology zones should be important to future economic development and that they should be explored for James City County.

Mr. Rogers stated that performance grants would be a more constitutional means to assist in the creation of technology zones since tax rebates are, for the most part, not allowed in Virginia.

7. REPORTS

a. Planning Commission Liaison

Mr. Gebhardt discussed the Comprehensive Plan Update and stated that the community conversations were complete and that Mr. Warner, Ms. DuBois, Mr. Yavorsky, and Mr. Taylor had all attended at least one session of the community conversations. He emphasized that a variety of topics had come up during these sessions, but said quality employment, diversifying, small businesses, and no desire for more retail were continually visited topics.

Ms. DuBois said that many individuals attending the community conversations arrive with their own agendas and that turnout was somewhat disappointing in regards to the ratio of those who attended versus the population of JCC. Mr. Tingle agreed with Ms. DuBois noting the interest groups in attendance included W&M students.

Mr. Rinaldi mentioned rural economic development and its importance to the CPU and also reported that Mr. Gebhardt agreed to assist with the Steering Committee.

Mr. Warner mentioned that he and Mr. Craft were a part of the Chamber Comprehensive Plan Update Taskforce and that as things solidified in the next month he would brief the EDA with summaries and updates.

Mr. Tingle suggested that at June's EDA work session, maps be analyzed for potential economic development locations for land acquisition. The EDA agreed unanimously and it was noted for the June agenda. A brief discussion occurred regarding land and the designation of land specifically mixed use.

Mr. Gebhardt also reported that David A. Nice Builders was seeking an SUP for contractor's office and shed on Croaker Road and that an environmental assessment was being completed.

b. James City County Technology Incubator (JCCTI)

Mr. Craft reported that Ms. Jennifer Barker, Hampton Roads Technology Council, was primarily working with HRTC event planning now and Mr. Jarrett Earley was focusing on recruitment of businesses.

Mr. Craft also stated that Tech Nite '08 occurred on May 1 and the event was good except for the two-level venue which caused a hearing issue during the given presentations.

Mr. Craft reminded everyone that the JCCTI was still running one ad per month in the *Virginia Gazette*.

Mr. Rinaldi added that Mr. Tingle had spoken with Mrs. Susan Patterson, who is involved with the Hampton Roads Angel Investment group, at the Michelob ULTRA Open.

c. Economic Development Use of Rural Lands

Ms. DuBois reported that rural economic development continues to be placed in the forefront as people continue to look for sustainable growth through agriculture.

Ms. DuBois stated that she was a part of the Route 60 Corridor Committee and that she had recently spoken with Mr. Tim Harris of La Tienda in Toano, about local raising of peppers used by La Tienda. Ms. DuBois also stated that large local institutions are interested in local food buying such as W&M and Sentara Health Systems. Ms. DuBois explained that there is not enough workforce for farmers.

Ms. DuBois also discussed the growing horticulture cluster in the area due to the change of perception for agriculture.

A brief discussion occurred about Mainland Farms and the balloon payment due in the summer of 2009 as well as the year-to-year Renwood Farms lease. Ms. DuBois mentioned

that the farm inventory should be assessed and also mentioned a farm familiarization tour that is occurring on June 29, 2008.

7. OTHER BUSINESS

a. Updates from Economic Development Staff

Mr. Taylor updated on Hampton Roads Economic Development Alliance including Mr. C. Jones Hooks' departure and the announcement that Ms. Amy Parkhurst will be acting interim president. A national search for a new president will occur and the timeline to find a replacement is 90 days.

Mr. Taylor mentioned the Canon expansion announcement that will give Newport News another \$625 million Canon facility as well as 1,100 jobs within the next five years.

Mr. Taylor thanked everyone for their participation in the Michelob ULTRA Open and stated that Ms. Messer will be completing a summary and reports within the next few weeks.

b. Updates on new OED office in New Town

Mr. Taylor announced that the OED will be moving Tuesday, May 20 citing that there were information technology issues that delayed the move previously.

Mr. Taylor asked if the EDA would be interested in moving the meeting location to the executive conference room of 5308 Discovery Park Blvd., Suite 203. Mr. Craft made a motion to accept this as the new meeting location for the 2008 meetings. The motion was seconded by Mr. Tingle and passed unanimously.

c. Other

Mr. Taylor mentioned that he and Mr. Yavorsky would be completing several marketing missions and a regional fact-finding trip in the next few weeks including trips to California, Illinois, and Texas.

Mr. Yavorsky stated a five minute presentation would be given on June 6 at the Virginia Economic Development Partnership and that he was meeting with the Stonehouse owner next week to discuss if Stonehouse could provide enough information to present on the topic. Mr. Tingle suggested New Town if Stonehouse is not an option for the presentation.

8. ADJOURNMENT

There being no further business, in the absence of Chairman Rinaldi, who had to leave early, Vice-Chairman Tingle entertained a motion by Mr. Gebhardt to adjourn, which passed unanimously. The meeting was adjourned at 9:51 AM.



Mark G. Rinaldi, Chairman
Secretary



Keith A. Taylor, Secretary



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MEMORANDUM

To: Records Management
From: Economic Development Authority
Date: April 9, 2015
Re: IDA-EDA Minutes – April 16, 2008

Please accept this memorandum in acknowledgement that approval date for the Economic Development Authority minutes for the April 16, 2008 contained a typographical error. The date is listed as April 15, 2008 in the May 15, 2008 minutes – this date was actually April 16, 2008

These minutes, to the best of my knowledge, are the official minutes for the April 16, 2008 Economic Development Authority meeting.

Please accept these minutes as the official record for April 16, 2008.

Robin D. Carson, Vice Chair

Russell C. Seymour, Secretary