

MEETING MINUTES

**ECONOMIC DEVELOPMENT AUTHORITY (EDA)
OF JAMES CITY COUNTY (JCC)
5308 DISCOVERY PARK BLVD. SUITE 203 CONFERENCE ROOM
WILLIAMSBURG, VA 23188
8:00 AM, THURSDAY, JUNE 18, 2009**

1. CALL TO ORDER

The meeting was called to order by Chairman Tingle at 8:04 AM.

2. ROLL CALL

A roll call identified the following members present:

Mr. Douglas M. Gebhardt
Mr. Paul W. Gerhardt
Mr. Larry Pulley
Mr. Thomas Tingle
Mr. Marshall Warner

Also Present:

Ms. Carla Brittle, Business Facilitator, JCC
Mr. Leo Rogers, EDA General Counsel
Mr. Keith A. Taylor, EDA Secretary
Mr. Steven T. Yavorsky, Assistant EDA Secretary
Mr. Russell Young, Virginia Port Authority

Absent:

Mr. Brien Craft
Ms. Leanne DuBois
Mr. James G. Kennedy, Board of Supervisors (BOS) Liaison to EDA

3. PERSONNEL MATTERS

a. New EDA Director Introduction

Mr. Tingle introduced Mr. Larry Pulley, who will serve a four year term as a Director on the EDA. Mr. Pulley's term began on May 26, 2009.

Mr. Tingle reviewed Mr. Pulley's work and education stating that Mr. Pulley is the Dean of The College of William and Mary's Mason School of Business (W&M.) A 1974 Phi Beta Kappa graduate of W&M, Mr. Pulley received his Ph.D. in economics from the University of Virginia.

Mr. Pulley attended the group visit by Powhatan County on June 10, 2009.

The EDA welcomed Mr. Pulley.

b. Resolution of Appreciation for Mark Rinaldi

Mr. Tingle introduced the resolution of appreciation for outgoing Director Rinaldi.

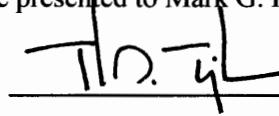
Mr. Taylor read the resolution of appreciation.

RESOLUTION

CERTIFICATE OF APPRECIATION

- WHEREAS, Mark G. Rinaldi served as a member of the Economic Development Authority of James City County from March 2000 to May 2009; and
- WHEREAS, Mr. Rinaldi served as Vice-Chairman of the Economic Development Authority from January 2005 to December 2006; and
- WHEREAS, Mr. Rinaldi served as Chairman of the Economic Development Authority from January 2007 to December 2008; and
- WHEREAS, Mr. Rinaldi was an invaluable leader and a proponent of economic development with the goal of achieving a better community in James City County; and
- WHEREAS, recognizing that the work of economic development was both evolving and expanding, Mr. Rinaldi was instrumental in the change from the former Industrial Development Authority to the current Economic Development Authority, and in increasing the meeting schedule from quarterly to monthly; and
- WHEREAS, Mr. Rinaldi was instrumental in the development of the Economic Development Authority's liaison to the Planning Commission, and served in the position as the Authority's first liaison; and
- WHEREAS, Mr. Rinaldi advanced the Economic Development Authority's interest areas during the County's 2003 Comprehensive Plan Update process and its 2008-2009 Comprehensive Plan Update process; and
- WHEREAS, Mr. Rinaldi was instrumental in the creation of the Economic Development Authority's Rural Economic Committee in 2008; and
- WHEREAS, throughout his period of service Mark G. Rinaldi consistently demonstrated those vital qualities of leadership, determination, and perseverance 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 Mark G. Rinaldi 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 Mark G. Rinaldi.



Thomas G. Tingle
Chairman, Economic Development Authority

Mr. Gerhardt made a motion to accept the resolution. Mr. Warner seconded the motion which passed unanimously.

Mr. Tingle noted a reception was being planned for the two most recently retired EDA Directors, Ms. Virginia Hartmann and Mr. Rinaldi.

4. PRESENTATION

a. Virginia Port Authority

Chairman Tingle introduced the Virginia Port Authority's Director of Economic Development Mr. Russell Young who presented an informational overview on the Port.

Following the presentation, Mr. Young extended an invitation to the EDA to visit and tour the Port.

Mr. Tingle asked how the EDA can assist the Port. Mr. Young responded that including the Port in marketing materials was key because of the recognition of the Port as an area asset was important.

Ms. Brittle inquired about the road infrastructure at the Port. Mr. Young stated that roads are critical and that a third crossing would be beneficial. Mr. Young also stated that the ships are billboards and companies will use the facility.

5. DISCUSSION ITEMS

a. Small Business Assistance Program

Mr. Gebhardt began a discussion of the application and brochure development for the small business assistance program.

A discussion took place on the scoring system and how to objectify information, not merely to guide discussion to determine eligibility.

Mr. Tingle stated that identifying trends in applications may be useful.

Mr. Gerhardt questioned who would complete score cards; data would be internal and that Mr. Rogers would need to be consulted on how to keep the scoring of individual applicants confidential.

Mr. Taylor suggested that a definition of "small business" for purposes of this program might be helpful. Mr. Pulley agreed and stated it would be important to separate small businesses into different categories. For example, franchises, independent owners, and chains all vary categorically.

Ms. Brittle stated that the State publishes its scoring system guidelines for grant applications. Mr. Tingle followed Ms. Brittle's comment and stated that Guernsey Tingle Architects sometimes saw scoring sheets after an award was issued or not at all, but rarely saw score sheets before issuing the proposal.

Mr. Gebhardt reminded everyone that the initial purpose of the assistance program was to give the EDA / OED a means of addressing incentive requests for expansion & upgrade plans that come in periodically from some of our smaller businesses.

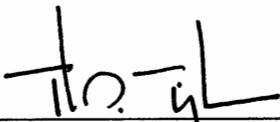
Mr. Warner stated it was important to weigh viability to ensure assistance is for assisting solid companies with potential for growth not a struggling ones.

Mr. Gerhardt asked where other financial assistance and funding comes from for companies. The EDA should proceed cautiously if the EDA is the last resort. Mr. Gebhardt reminded everyone that the initial purpose of the assistance program was to give the EDA / OED a means of addressing incentive requests for expansion & upgrade plans that come in periodically from some of our smaller businesses."

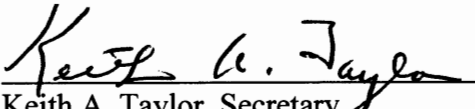
Mr. Pulley suggested that perhaps the EDA limit assistance to expansion plans. Mr. Taylor stated the importance of having some form of a retention tool for valued existing businesses where new capital investment and jobs are not necessarily the driving force.

6. ADJOURNMENT

There being no further business, Mr. Warner made a motion to adjourn. The work session was adjourned at 10:10 AM.



Thomas G. Tingle, Chairman



Keith A. Taylor, Secretary