

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, JULY 16, 2009**

1. CALL TO ORDER

The meeting was called to order by Chairman Tingle at 8:05 AM.

2. ROLL CALL

A roll call identified the following members present:

Mr. Brien Craft
Ms. Leanne DuBois
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. James G. Kennedy, Board of Supervisors (BOS) Liaison to EDA
Ms. Laura A. Messer, EDA Recording Secretary
Mr. Keith A. Taylor, EDA Secretary
Mr. Steven T. Yavorsky, Assistant EDA Secretary

3. MINUTES

a. May 21, 2009 Meeting Minutes

Mr. Tingle asked if there were any questions or comments on the May 21 meeting minutes. Ms. Messer read a slight correction from Mr. Gebhardt on the EDA Business Incentive Guidelines section. Mr. Tingle asked if there was a motion to accept the corrected minutes. Mr. Gebhardt made a motion, which was seconded by Ms. DuBois, and the motion was unanimously approved by voice vote.

b. June 18, 2009 Work Session Minutes

Mr. Tingle asked if there were any changes for the June 18 work session minutes. Ms.

Messer again read a slight change to the minutes from Mr. Gebhardt. Mr. Tingle asked if there was a motion to accept the corrected minutes. Mr. Gebhardt made a motion to accept the minutes as amended, which was seconded by Ms. DuBois, and the motion was unanimously approved by voice vote.

4. FINANCIAL REPORTS

Mr. Warner presented the May and June financial reports in the absence of Mr. Jeremy Keeler, EDA Fiscal Agent. Mr. Warner first discussed the disbursements of the EDA including the regular charges: Mainland Farms, office supplies, and the James City County Technology Incubator (JCCTI.) Mr. Warner stated that the luncheon for Powhatan County officials had been paid for by the EDA.

Mr. Warner continued to state that the typical JCCTI expenditures had occurred. One item to note was that the EDA had received its annual bond fee revenue from both Association for the Preservation of Virginia Antiquities and Christopher Newport University in March.

Mr. Warner continued and discussed the bridge and the treasurer's report.

Mr. Warner stated that he was going to ask the EDA Treasurer, Ms. Ann Davis, several questions about the interest accrued on the EDA's CD investments and start working towards a three- and six- month plan for the funds.

There being no questions, Mr. Craft made a motion that the financial reports be approved. Mr. Gebhardt seconded the motion, which passed unanimously by voice vote.

5. PRESENTATION

Mr. Tingle introduced Mr. Thomas Reese, Director of Business Development and Technology Transfer from the Virginia Modeling and Simulation Center (VMASC.) Mr. Tingle reviewed Mr. Reese's experience and his role at VMASC.

Mr. Reese introduced his guest, Mr. John Dannon,. Senior Integration Manager at the Center for Innovation with Lockheed Martin in Suffolk. Mr. Dannon is on the VMASC Board of Advisors and is the current chairman. He is an Army veteran, grew up in the Hampton Roads area, and is a resident of JCC.

VMASC is an interdisciplinary organization that combines technology with other fields. Mr. Reese presented an overview of VMASC including the different research clusters and site selection factors high technology companies consider. Mr. Reese provided information on VMASC's mission and its membership.

He discussed the Mast Research Park in the area of Portsmouth and Suffolk and discussed VMASC's seven research focus areas.

He concluded his discussion with information on the ModSim Conference at Old Dominion University.

Following the presentation, Mr. Craft asked Mr. Reese to elaborate on the incubation occurring in partnership with VMASC. Mr. Reese stated that there were currently 7 to 8 infant companies that wanted their own Hampton Roads facilities within a 1 to 3 year window of time.

Mr. Reese said incubator clients were seasoned and that there was not much hand holding that VMASC had to do.

Mr. Taylor asked about the VMASC involvement of our area including William & Mary. Mr. Reese stated that Williamsburg was an excellent location for sensor technology because of the sensor cluster at William & Mary.

Mr. Yavorsky inquired if Thomas Nelson Community College (TNCC) had any involvement in modeling and simulation education. Mr. Reese stated that while both Tidewater Community College and Old Dominion University offer higher education in modeling and simulation, he was fairly sure TNCC did not have a similar program.

Mr. Tingle thanked Mr. Reese and Mr. Dannon for their time.

6. DISCUSSION ITEMS

a. EDA Incentive Guidelines

The EDA discussed Mr. Gebhardt's incentive guidelines redraft and discussed the use of funding for start-up companies versus seasoned ones.

Mr. Gebhardt facilitated a discussion on revolving loans and Mr. Warner indicated he would find information on financial assistance available from local banks to businesses.

Mr. Gebhardt stated that the timeline for the incentive guidelines was that at the September meeting the application would be viewed with an October release.

7. REPORTS

a. Board of Supervisors Liaison

Mr. Kennedy stated that the Planning Commission was having a joint work session with the BOS in the coming weeks regarding the Comprehensive Plan. He also mentioned the work of the Historic Triangle Collaborative.

b. Rural Economic Development Committee (REDC)

Ms. DuBois reported on the activity of the REDC. She stated since the committee began in January that a survey of available rural lands had been completed and that the data was currently undergoing analysis.

Roughly, 307 properties were identified through GIS and 269 land owners were identified.

A survey was sent to them and the response was as follows:

- 84 paper responses – 26 yes/maybe responses and 58 no's.
- In some cases, the no's already farmed the land on their own or were leasing to someone who is farming
- More responses than expected (total 269 individual property owners, 307 surveys—roughly 27% response rate

Ms. DuBois stated that REDC had taken a brief break during the summer months and would restart in September.

She also stated that REDC was featuring monthly speakers from a variety of agricultural groups such as Harvesting Hope, which is an organization involved in bucket gardening.

c. Planning Commission Liaison

Mr. Gebhardt reported that the only discussion item was the potential shopping centers in Norge.

d. Steering Committee

A brief discussion stated that the work of the Comprehensive Plan Update Steering Committee was complete and that the Committee's recommendations were now in the hands of the Planning Commission.

e. James City County Technology Incubator Update

Mr. Craft updated the EDA on the progress of incubator clients. Titan Athletic Group has a redefined prototype they are preparing for production.

Mr. Craft stated that Dr. Lanzalotti was working on finding an agent for the promotion of his book. He has also located a company in Ohio that is interested in assisting with the creation of software for Dr. Lanzalotti.

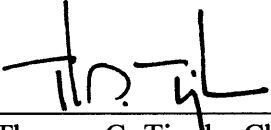
8. OED STAFF REPORT

Mr. Taylor stated that there will be a necessary August 18 special meeting at 8 a.m. for the EDA to approve a revenue bond for the construction of a new police building in JCC. The BOS will have their meeting on August 11. Mr. Taylor stated the EDA customarily waives its administrative fees on such bonds.

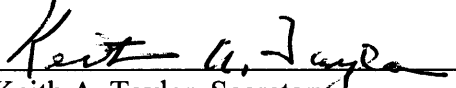
Mr. Yavorsky mentioned the progression of the e-commerce grant program including that one award had been distributed and the team working on e-commerce was in the midst of reviewing another grant request. The EDA discussion decided that an increase in each grantee's bottom line attributable to the website improvement was the most important part of this whole project.

9. ADJOURNMENT

There being no further business, Mr. Warner made a motion to adjourn. The work session was adjourned at 10:24 AM.



Thomas G. Tingle, Chairman



Keith A. Taylor, Secretary