

ECONOMIC DEVELOPMENT AUTHORITY MINUTES

January 15, 2019

County Office Building, 401 McIntire Road

4:00 P.M., Room 241

Directors Present: Mr. Rod Gentry, Mr. Jim Atkinson, Mr. George Ray, Mr. David Mellen, Mr. Elton Oliver, Mr. Don Long, Mr. Shreve

Staff Present: Mr. Jim Bowling, EDA Counsel; Mr. Roger Johnson, Director of Economic Development; Mr. J.T. Newberry, Economic Development Coordinator; Mr. Doug Walker, Deputy County Executive; Mr. Richard DeLoria, Senior Assistant County Attorney; Ms. Cecelia Baber, Chief Accountant; Mr. Steve Allshouse, Manager of Economic Analysis and Forecasting; Ms. Diantha McKeel, Board of Supervisors Liason to the EDA, Jack Jouett District; Mr. Julian Bivens, Planning Commissioner, Jack Jouett District

Guests: Mr. Tim Edmonds, Potters Craft Cidery; Mrs. Michele Bridges, Virginia Department of Agriculture and Consumer Services; Mr. Stephen Versen, Virginia Department of Agriculture and Consumer Services

1. **Establish Quorum and Call to Order**

Mr. Gentry convened the meeting at 4:01 p.m.

2. **Approval of Minutes**

The minutes for November 20, 2018 and December 12, 2018 were reviewed.

MOTION: Mr. Atkinson motioned to approve the minutes and it was seconded by Mr. Mellen. The motion passed unanimously (6-0; Mr. Shreve absent).

3. **Financial Report**

Mr. Oliver provided a financial report of transactions through December 31, 2018. He reported a total uncommitted fund balance of \$411,384.00.

4. **New Business**

- a. Training Opportunity – Mr. Newberry presented information on Virginia Industrial Development Authorities Institute (VIDA) to be held in late May.
- b. Director's Report – Mr. Johnson provided the board with an update on EDA communication with the community. The Authority recently received "@albemarle.org" email address. There are two projects coming down the pipeline: Project Bengal and Project Browns. More details about these projects will be shared in the future. Mr. Johnson reviewed term limits of the Authority and noted that Don Long and David Shreve's terms end January 19, 2019. The Clerk's Office will be sending them information to reapply. Next month there will be a host of

presenters: Elizabeth Cromwell, Chamber of Commerce; Dr. Nikki Hastings, CvilleBioHub; Stephen Davis, Community Investment Collaborative.

- c. Organizational Documents Dissussion – Mr. Johnson announced that a joint meeting of the Board of Supervisors and the EDA has been scheduled for June 18, 2019 from 4:00 to 6:00 pm to discuss the various documents that need updating such as the Bylaws, Rules of Procedure, and MOU.

Mr. DeLoria highlighted changes to the Rights and Responsibilities of the Economic Development Authority of Albemarle County under the Virginia Freedom of Information Act.

Mr. Gentry read a **Resolution Approving Notice of Rights & Responsibilities Pusuant to Virginia's Freedom of Information Act**. A roll call vote passed unanimously (6-0).

- d. Certify Closed Session

At 4:26pm, Mr. Atkinson read a motion prepared by the County Attorney's office to move the meeting into closed session. The motion was seconded by Mr. Gentry.

MOTION: The motion passed unanimously (7-0).

5. Call Back to Order

Mr. Atkinson read a motion prepared by the County Attorney's Office to verify all items discussed in closed session were subject of the items identified in the closed session motion and were lawfully exempt from the Freedom of Information Act (FOIA) and identified in the motion authorizing the Closed Meeting were heard, discussed, or considered in the Closed Meeting. The motion was seconded by Mr. Gentry.

MOTION: The Board unanimously passed the motion (6-0) by roll call vote. Mr. Ray returned to the meeting after recusing himself for a portion of the closed session.

- a. Election of Officers – Mr. Gentry turned the meeting over to Mr. DeLoria review the election of officer procedures and lead the nominations, the following votes were recorded:

Chairman – Mr. Gentry was nominated by Mr. Mellen and seconded by Mr. Atkinson

MOTION: The motion passed unanimously (7-0).

Vice Chairman – Mr. Atkinson was nominated by Mr. Gentry and seconded by Mr. Ray

MOTION: The motion passed unanimously (7-0).

Secretary/Treasurer – Mr. Oliver was nominated by Mr. Atkinson and seconded by Mr. Ray

MOTION: The motion passed unanimously (7-0).


6. Unfinished Business

Mr. Shreve expressed concern about Sears closing and the loss of jobs. Asked if there was assistance that could be provided with workforce development. There was some discussion about repurposing the large buildings.

7. Other Matters

8. Adjournment

Mr. Gentry adjourned the meeting at 5:56pm with no objection.

Teste: 
W. Rod Gentry, Chairman

Approved: 
Elton Oliver, Secretary-Treasurer