

**ECONOMIC DEVELOPMENT AUTHORITY MINUTES**  
**March 19, 2019**  
**County Office Building, 401 McIntire Road**  
**4:00 P.M., Room 241**

**Directors Present:** Mr. Rod Gentry, 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; Mrs. Jennifer Schmack, Economic Development Project Manager; Mr. Jeff Richardson, County Executive; 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; Mr. Michael Brown, Systems Analyst; Ms. Diantha McKeel, Board of Supervisors Liaison to the EDA, Jack Jouett District

**Guests:** Ms. Alison Wrabel, Daily Progress; Mr. John Martin, Citizen

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

Mr. Gentry convened the meeting at 4:00 p.m.

2. **Approval of Minutes**

The minutes for January 15, 2019 and February 19, 2019 were reviewed.

**MOTION:** Mr. Oliver motioned to approve the minutes and it was seconded by Mr. Mellen. The motion passed unanimously (5-0; Long absent).

3. **New Business**

- a. Technology and Email Address Update – The Economic Development Office worked with the IT Department to secure individual County email addresses (ending in “@albemarle.org”) for each of the EDA Directors. Michael Brown from IT provided an overview of how the Directors should access their new County email addresses by using the temporary password provided in their sealed envelopes. Mr. Brown also provided a handout that showed how set up Microsoft Outlook on a mobile device. He shared that he can be reached at 434-296-5814 for further assistance.
- b. Director’s Report – Mr. Johnson introduced the office’s newest team member: Economic Development Project Manager, Jennifer Schmack. He noted that she brings 15 years of economic development experience from the City of Suffolk, including a significant role with its EDA. The Directors warmly welcomed Mrs. Schmack to the team.

Next, Mr. Johnson provided an update on the County’s partnership with Perrone Robotics. He noted the neighborhood electric vehicle (TONY) had been completely outfitted with autonomous equipment and would soon be going through additional safety and emergency response testing. He displayed three proposed routes that TONY may use in the Crozet area.

Mr. Johnson also shared that VDOT and the Department of Rail and Public Transportation (DRPT) expressed interest in this project and it may be eligible for a \$10 million US Department of Transportation grant. Additionally, UVA is interested in partnering with the County, Perrone and JAUNT to do additional research in concert with this grant.

Supervisor McKeel noted that Perrone and JAUNT would be presenting at the Virginia Transit Authority's annual conference on May 29-30 in Norfolk.

Mr. Johnson then provided an update on two separate innovation and entrepreneurship grants associated with GO Virginia.

The first one is a \$50,000 planning grant for an initiative called "Venture Hub." This grant would pay for a consultant to develop a business plan to identify the next steps for generating sustained economic growth by supporting high-potential, innovation-driven business ventures. The plan would guide the establishment of "Venture Hub" as:

1. A **gateway** to help connect people with existing entrepreneurship resources and encourage the creation of resources as the need arises.
2. An **accelerator** for high-growth, traded sector startups to include programming such as entrepreneurs-in-residence, mentoring, networking, venture accelerator, startup incubator, speaker series, etc.
3. A **narrative** that promotes Central Virginia as a center for entrepreneurship.

The next grant is for \$475,200 over a two-year period to accelerate the growth of early-stage, scalable companies in Central Virginia known as the Catalyst Accelerator Program. This grant will provide physical workspace(s) for entrepreneurs as well as fill an existing gap in the local ecosystem by providing the dedicated staff, programming, mentorship, and grant funding to up to 10 high-potential companies in the community each year (5 City-based, 5 County-based). Ultimately, these companies will have the chance to pitch their business to venture capitalists.

Finally, Mr. Newberry provided details on the upcoming VIDA Training on May 22 and 23 in Richmond. He pledged to email additional information to the EDA and the Board of Supervisors.

- c. Draft Policy for Matching Virginia Jobs Investment Program (VJIP) Incentives – Mr. Newberry briefed the EDA on the draft VJIP policy. The VJIP program is a performance-based incentive offered by VEDP, where qualifying companies receive reimbursement to off-set the cost of training (or re-training) employees after 90 days.

Mr. Shreve expressed a goal to support long-term, quality jobs. To do so, he noted the County and EDA could consider factors that are not included in the state's analysis, such as a higher wage threshold and a longer performance period than 90 days. He suggested a clawback provision and a minimum duration of one year may be more appropriate towards achieving this goal.

Mr. Gentry liked that the part of the policy that required qualifying companies to align with Project ENABLE. He asked staff about the City's VJIP policy. Staff replied that the City automatically matches the amount per job provided by the state (up to \$10,000 per company, per year) with money that had already been allocated to the EDA by the City Council.

Mr. Ray added that having a joint City-County EDA meeting would be beneficial to everyone having a better understanding of the regional context for economic development. Mr. Gentry and Mr. Shreve agreed.

Mr. Richardson applauded the idea of a joint City-County EDA meeting and noted that City Council and the Board of Supervisors will be getting back together again in June. He said this idea could be broached at that upcoming meeting.

- d. Draft Performance Agreement for Potters Craft Cidery – Mr. Newberry presented a draft AFID agreement and highlighted the EDA's participation. The agreement will be presented for approval at the next Board of Supervisors' meeting. A final version will be brought back to the EDA for approval at their meeting in April. No edits or comments were provided by the Directors.
- d. Certify Closed Session – Mr. Oliver read a motion prepared by the County Attorney's office to move the meeting into closed session. The motion was seconded by Mr. Ray.

**MOTION:** The motion passed unanimously (6-0).

4. **Call Back to Order**

Mr. Oliver 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. Mellen.

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

5. **Unfinished Business**

6. **Other Matters**

7. **Adjournment**

There being no further business, Mr. Gentry adjourned the meeting at 5:52pm.

Teste:

  
W. Rod Gentry, Chairman

Approved:

  
Elton Oliver, Secretary-Treasurer

19 March 2019

CLOSED MEETING MOTION

I move that the Albemarle County Economic Development Authority go into a closed meeting as authorized by the Virginia Freedom of Information Act, section 2.2-3711(A) of the Code of Virginia under:

- Subsection 5 to discuss and consider:

A prospective business or the expansion of an existing business where no previous announcement has been made of the business' interest in locating or expanding its facilities in the community; and

- Subsection 6 to discuss and consider:

The investment of public funds where competition and bargaining are involved and where, if made public initially, would adversely affect the financial interest of the County, such investments related to Project Patriot and the CoConstruct Incentive Agreement; and

- Subsection 8 to discuss and consider:

Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.



CLOSED MEETING CERTIFICATION

I move that the EDA certify by recorded vote that to the best of each Director's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the Closed Meeting were heard, discussed, or considered in the Closed Meeting.

Roll Call Vote:

	Aye	Nay
Mr. Gentry	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Atkinson	<input type="checkbox"/>	<input checked="" type="checkbox"/> Absent
Mr. Oliver	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Long	<input checked="" type="checkbox"/>	<input type="checkbox"/> for portion of meeting in attendance
(Mr. Long In attendance for CoConstruct discussion only)		
Mr. Shreve	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Mellen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Ray	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I, W. Rod Gentry, certify the roll call vote tally and that Mr. Long was only in attendance for discussion of the CoConstruct matter and not for discussion of Project Patriot.

  
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W. Rod Gentry, Chairman

19 March 2019  
Date