

**ALBEMARLE COUNTY
ECONOMIC DEVELOPMENT AUTHORITY MINUTES
April 16, 2019
County Office Building, 401 McIntire Road
4:00 P.M., Room 235**

Directors Present: Mr. Rod Gentry, Mr. George Ray, Mr. Elton Oliver, Mr. Jim Atkinson, 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. 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; Ms. Diantha McKeel, Board of Supervisors Liaison to the EDA, Jack Jouett District

Guests: Ms. Kim Swanson, Citizen; Mr. John Martin, Citizen

1. Establish Quorum and Call to Order

Mr. Gentry convened the meeting at 4:02 p.m.

2. Approval of Minutes

The minutes for March 19, 2019 were reviewed. Mr. Gentry motioned to approve the minutes and it was seconded by Mr. Atkinson.

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

3. Financial Report

Mr. Oliver provided a financial report of transactions through March 31, 2019. He reported a total uncommitted fund balance of \$310,316.27.

Mr. Gentry inquired about the Westminster's bond maintenance payment as well as the status of Lewis and Clark Exploratory Center's loan payment. Mr. Oliver indicated that the Westminster payment should be received in May. Staff from Economic Development agreed to follow-up with the Lewis and Clark Exploratory Center regarding their next principal payment.

4. New Business

- a. Director's Report – Mr. Johnson informed the Directors that copies of Project ENABLE were placed at their seats and an electronic version is now available on the Economic Development Department's website. He thanked the Authority for their participation in reviewing and providing comments.

Mr. Johnson next reported that Project Knight Rider continues to move forward. They are currently conducting safety evaluations and the impact on emergency responders. He noted this testing goes above and beyond the National Highway Traffic and Safety Administration standards. A ribbon-cutting and launch date are being planned for late May and the Authority will be invited to participate.

Mr. Johnson then announced that a Board of Supervisors work session has been scheduled for May 15, 2019. The set of proposed policies will be presented to the Board and their feedback will be requested. Their comments, along with the EDA's, will be incorporated into the documents and a final version will

be provided for discussion at the joint BOS/EDA meeting in June. Mr. Johnson noted that there were initially three draft policies to be considered; however, after a review of all the existing County agreements, staff identified a fourth grant that is currently being utilized. He shared that a draft matching policy for AFID grants will be presented at the May EDA meeting.

Mr. Newberry announced that there will be a delegation of four representing the County at the upcoming VIDA Conference in Richmond. He asked for feedback from members who previously attended this training. Mr. Gentry stated that he enjoyed hearing about what other EDAs are doing around the state. Mr. Gentry and Mr. Shreve both expressed their interest in a site readiness presentation from the Timmons Group.

Mr. Newberry mentioned that he has been researching the projects of other EDAs around the state. Mr. Shreve mentioned that he is interested in projects involving real estate owned by the County or the EDA. Mr. Johnson shared the Economic Development team is currently researching these types of possibilities and will bring an update back to the Authority at their July meeting.

- b. Draft Policy for Matching Commonwealth Development Opportunity Fund (COF) Incentive – Mr. Newberry briefed the Authority on the draft COF policy. The COF program is a performance-based incentive offered by VEDP, where qualifying companies can receive cash grants for a relocation or expansion. This grant is typically used as a “deal closing” incentive where there is active competition between the Commonwealth and another state or country.

The Directors provided feedback on the draft matching policy, including comments on the wage thresholds and the quality of the “career ladder opportunities” associated with the jobs being created.

There was a discussion about the benefits of using the median wage level instead of the mean wage level when analyzing the impact of the company’s expansion or relocation. A suggestion to measure the level of deviation between the mean and median wage level was discussed as a way to ensure an accurate analysis of the quality of jobs being created.

- c. Resolution of Approval for Potter’s Craft Cidery AFID Grant – Mr. Newberry presented a proposed AFID agreement for Potters Craft Cidery for the EDA’s consideration and approval. The Board of Supervisors is scheduled to consider the agreement on April 17, 2019. A motion was moved for approval by Mr. Oliver and was seconded by Mr. Atkinson. The resolution was read by Mr. Gentry.

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

- d. Certify Closed Session – 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. Ray.

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

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.

MOTION: The Board unanimously passed the motion (5-0) by roll call vote. Mr. Long returned to the meeting after recusing himself for a portion of the closed session.

6. **Unfinished Business**

7. **Other Matters**

Mr. Ray stated that he would like to poll other EDA's in the state to see if there are other ways to improve their revenue stream. Mr. Johnson agreed to have the Economic Development Office research this question and provide a summary report at the July board meeting.

8. **Adjournment**

There being no further business, Mr. Gentry adjourned the meeting.

Teste: W. Rod Gentry
W. Rod Gentry, Chairman

Approved: Elton Oliver
Elton Oliver, Secretary-Treasurer

16 April 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's 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.

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.

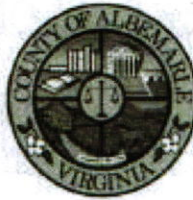
Roll Call Vote:

	Aye	Nay
Mr. Gentry	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Atkinson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Oliver	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Long	<i>Absent</i>	<input type="checkbox"/>
Mr. Shreve	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Mellen	<i>Absent.</i>	<input type="checkbox"/>
Mr. Ray	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I, W. Rod Gentry, certify the roll call vote tally.

W. Rod Gentry
W. Rod Gentry, Chairman

16 April 2019
Date



**Albemarle County
Economic Development Authority**

**RESOLUTION APPROVING AN AGREEMENT BETWEEN THE COUNTY OF
ALBEMARLE, THE ALBEMARLE COUNTY ECONOMIC DEVELOPMENT
AUTHORITY, AND POTTER'S CRAFT, LLC**

WHEREAS, the Board of Directors of the Economic Development Authority finds it is in the best interest of the County to enter into an Agreement with the County of Albemarle and Potter's Craft, LLC, dba Potter's Craft Cider, to support the expansion of an existing primary business in Albemarle County, the creation of local jobs, and guarantee the purchase and use of Virginia agricultural products by providing grants to match the Governor's Agriculture & Forestry Development Fund ("AFID") grant awarded to Albemarle County for these same purposes, with the grant being limited in time and amount as set forth in the Agreement.

NOW, THEREFORE, BE IT RESOLVED that the Albemarle County Economic Development Authority hereby approves the proposed Agreement between the County of Albemarle, Potter's Craft, LLC, and the Albemarle County Economic Development Authority for the reasons described above, and authorizes the Chairman and the Secretary/Treasurer to execute the Agreement on behalf of the Albemarle County Economic Development Authority upon the Agreement being approved by the Virginia Department of Agriculture and Consumer Services without material changes and once it has been approved as to substance and form by the County Attorney.

	Aye	Nay
Mr. Gentry	✓	_____
Mr. Atkinson	✓	_____
Mr. Oliver	✓	_____
Mr. Long	✓	_____
Mr. Mellen	_____	_____
Mr. Ray	✓	_____
Mr. Shreve	✓	_____



W. Rod Gentry, Chair

16 April 2019

Date