

ALBEMARLE COUNTY
ECONOMIC DEVELOPMENT AUTHORITY MINUTES
August 20, 2019
County Office Building, 401 McIntire Road
4:05 P.M., Room 241

Directors Present: Rod Gentry, Don Long, Elton Oliver, David Shreve

Staff Present: Jim Bowling, EDA Counsel; Roger Johnson, Economic Development Director; J.T. Newberry, Economic Development Coordinator; Jennifer Schmack, Economic Development Project Manager; Doug Walker, Deputy County Executive; Mr. Greg Kamptner, County Attorney; Richard DeLoria, Senior Assistant County Attorney; Cecelia Baber, Chief Accountant; Diantha McKeel, Board of Supervisors Liaison to the EDA, Jack Jouett District

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

Mr. Gentry convened the meeting at 4:05 p.m.

2. **Approval of Minutes**

The minutes for May 21, 2019 were reviewed. Mr. Long motioned to approve the minutes and it was seconded by Mr. Oliver.

MOTION: The motion passed unanimously (4-0).

3. **Financial Report**

Mr. Oliver provided a financial report of transactions through June 30, 2019. He reported a total uncommitted fund balance of \$380,993.74.

4. **New Business**

- a. **Director's Report** – Mr. Johnson shared with the Authority that the Community and Public Engagement Office (CAPE) hired a new staff member, Samantha Hart she will be assisting the Economic Development Department with Communications and Social Media.

Mr. DeLoria updated the Authority on the Indemnification Clauses that the Authority requested to be added to the Habitat for Humanity and the Crozet New Town Associates agreements. Mr. DeLoria drafted the clauses and Mr. Bowling reviewed them. They have been completed and endorsed, the County Attorney will approve as to form and send out to the outside parties for signature.

Mr. Johnson reported that Albemarle County is expanding efforts to be good neighbors and partner with the National Ground Intelligence Center (NGIC). This includes expanding activities with the Defense Affairs Committee (DAC). NGIC is facing issues with their expansion, specifically transportation issues resulting from constructing the laydown yards and parking structures. A team was assembled to meet and provide some customized solutions for these ongoing problems.

This team included individuals from the UVA Applied Research Institute, Jaunt, and County Representatives. As a result of these efforts, NGIC has invited County representatives to Fort Belvoir to tour and possibly participate in design work there. Mr. Gentry noted that he would like to invite NGIC to attend and present at an upcoming EDA meeting.

Mr. Johnson updated the Authority on the Barnes Lumber project. The rezoning request passed the Planning Commission 6-0. The request will be presented to the Board of Supervisors on August 21 for final rezoning. The Economic Development Office may meet with the Planning Commission to discuss their role as it relates to Development Agreements. Mr. Johnson shared that the project's relationship with VDOT is more complex, as they work through roadway design standards. County Staff went to Culpeper to meet with regional VDOT officials to work through these hurdles.

Mr. Johnson and Mr. Newberry met with Albemarle County Service Authority (ACSA) to thank Jim Bowling and Gary O'Connell for their work behind the scenes supporting Economic Development and to create a relationship with ACSA. They will be an important partner in the future as we continue to work on Public Private Partnerships and other transformative projects in our community. They currently have a program that growth pays for growth; this results in a substantial upfront capital cost for development in our community. EDO staff has been having conversations with them about potential Economic Development tools that can be put in place to help build the community.

Ms. Schmack shared that she has conducted 12 Business Retention and Expansion (BRE) visits. Accompanied with a member of the Virginia Economic Development Partnership's BRE team, last month she met with Seraphic Group and PunchOut2Go. These companies participate in the State's VALET Program. This program provides the companies with education and support to market their products and expand their company footprint internationally. She also visited with Emerson and Afton Scientific, both were successful visits. She noted that due to confidentiality, she is unable to share specific details.

Finally, Mr. Newberry updated the Authority on the ongoing study of County owned properties and site readiness efforts. He shared that the County's Facilities and Environmental Services Department is working with a consultant to begin a Master Plan process to review all County owned properties. EDO will review these properties and provide comments from an Economic Development perspective. Mr. Newberry will bring more information to a future meeting.

- b. Community Investment Collaborative Presentation and Funding Request – Mr. Long recused himself from the Community Investment Collaborative discussion and left the meeting.

Mr. Stephen Davis provided an overview of the Community Investment Collaborative's program. He also submitted two separate requests for the Authority's consideration:

- 1) \$25,000 to support under-resources Albemarle entrepreneurs to participate in the 16-week entrepreneur workshops (\$10,000) and to increase the microloan fund for Albemarle businesses (\$15,000)
- 2) \$5,000 to support a new microgrants pilot to be launched as a companion to the 16-week entrepreneur workshop in the fall of 2019 and spring of 2020

Mr. Oliver made a motion to approve a **Resolution to Provide Grant to the Community Investment Collaborative to Support Workshop Scholarships and Albemarle County Business Microloans**, the motion was seconded by Mr. Shreve.

MOTION: The motion passed unanimously (3-0)

Mr. Oliver made a motion to approve a **Resolution to Provide Grant to the Community Investment Collaborative to Support Workshop Scholarships and Albemarle County Business Microloans**, the motion was seconded by Mr. Shreve.

MOTION: The motion passed unanimously (3-0)

- c. Overview of Technology Zones – Mr. Newberry briefed the Authority on the key highlights of Technology Zones. The State of Virginia allows localities the regulatory flexibility to define designated geographic areas and allow them to remain active for a specified time period. Mr. Newberry requested feedback on which localities the Authority would like to have staff review. He plans to include the Cities of Charlottesville and Fredericksburg, and the Counties of Fauquier, Chesterfield, Culpeper, Spotsylvania, Rockingham, Stafford in the benchmarking study. He indicated that some localities have narrowly defined what companies qualify. Mr. Long suggested a review of primary businesses. Specifically, the barriers and what can be changed to make it easier for them. Mr. Gentry inquired about possible Arts Districts. Mr. Johnson indicated that a research project was conducted about how Arts Districts were formed in other communities. IT was discovered that Arts Districts have been successful, if they have a champion. Either an Arts Council or non-profit organization working on the project, allowing them to apply for grants in their community. Ms. McKeel reported that the CACVB has a new Executive Director and recently added an arts member to their board. She suggested that the it would be beneficial to see how the CACVB continues to evolve, as they might be a good fit to champion the arts districts.

5. **Unfinished Business**

Lewis and Clark Exploratory Center will be attending next month's meeting, they are eligible for closed session.

6. **Other Matters**

Mr. Long reported that he attended the Entrepreneurial Ecosystem Gateway Business Plan Focus Group for the GoVirginia Region 9 study. He stated that good information was provided and there was a good discussion. The full report is due in October.

7. **Adjournment**

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

Teste: _____



W. Rod Gentry, Chairman

Approved: _____



Elton Oliver, Secretary-Treasurer



**Economic Development Authority
of Albemarle County, Virginia**

**RESOLUTION TO PROVIDE GRANT TO THE COMMUNITY INVESTMENT
COLLABORATIVE TO SUPPORT WORKSHOP SCHOLARSHIPS AND
ALBEMARLE COUNTY BUSINESS MICROLOANS**

WHEREAS, the Economic Development Authority of Albemarle County, Virginia (the Authority), has supported the Community Investment Collaborative (the CIC) in its mission to educate under-resourced entrepreneurs and to provide microloans to support such entrepreneurs' business growth and development; and

WHEREAS, the Authority finds the CIC's mission and operations advance and promote economic development in Albemarle County and the surrounding localities and finds it is in the best interests of the County for the CIC to continue in its mission.

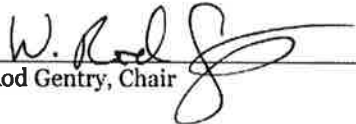
NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Authority hereby grants from its FY19-20 Budget \$10,000.00 to the CIC to support under-resourced Albemarle County entrepreneurs to participate in the CIC's 16-week entrepreneur workshops and grants \$15,000.00 to the CIC microloan fund to be used for Albemarle County businesses.

MOTION

I move that the EDA adopt this Resolution approving the Community Investment Collaborative funding request of \$25,000.00 to be funded from the Authority's FY19-20 budget.

Certification on following page. Remainder of this page left blank intentionally.

I, W. Rod Gentry, do hereby certify that the foregoing writing is the Resolution duly adopted by the Albemarle County Economic Development Authority by a vote of 3 to 0 as recorded below, at a meeting held on 20 August 2019.



W. Rod Gentry, Chair

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



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WHEREAS, the Economic Development Authority of Albemarle County, Virginia (the Authority), has supported the Community Investment Collaborative (the CIC) in its mission to educate under-resourced entrepreneurs and to provide microloans to support such entrepreneurs' business growth and development; and

WHEREAS, the Authority finds the CIC's mission, operations, and development of a microgrant program as a companion to the CIC's entrepreneur workshop all advance and promote economic development in Albemarle County and the surrounding localities and finds it is in the best interests of the County for the CIC to develop a microgrant program and to continue in its mission.


NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Authority hereby grants from its FY19-20 Budget \$5,000.00 to the CIC to support the microgrant program as an incentive for under-resourced Albemarle County entrepreneurs participating in the CIC's 16-week entrepreneur workshops.

MOTION

I move that the EDA adopt this Resolution approving the Community Investment Collaborative funding request of \$5,000.00 to be funded from the Authority's FY19-20 budget.

Certification on following page. Remainder of this page left blank intentionally.

I, W. Rod Gentry, do hereby certify that the foregoing writing is the Resolution duly adopted by the Albemarle County Economic Development Authority by a vote of 3 to 0 as recorded below, at a meeting held on 20 August 2019.



W. Rod Gentry, Chair

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