

**ALBEMARLE COUNTY
ECONOMIC DEVELOPMENT AUTHORITY MINUTES
SEPTEMBER 17, 2019
County Office Building, 401 McIntire Road
4:00 P.M., Room 241**

Directors Present: Jim Atkinson, Rod Gentry, David Mellen, Elton Oliver, George Ray, 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; Richard DeLoria, Senior Assistant County Attorney; Jodie Filardo, Community Development Director

1. Establish Quorum and Call to Order

Mr. Gentry convened the meeting at 4:05 p.m. Mr. Walker introduced the new Community Development Director, Jodie Filardo to the Authority.

2. Approval of Minutes

The minutes for August 20, 2019 were reviewed. Mr. Atkinson motioned to approve the minutes and it was seconded by Mr. Gentry.

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

3. Financial Report

Mr. Oliver informed the Authority that due to the County's ongoing fiscal year end auditing, the financial report would not be presented this month. A fiscal year-end report will be provided at October's meeting.

4. New Business

- a. Director's Report – Mr. Johnson informed the Authority that GO Virginia hired a third-party vendor to provide an outline for an Innovation and Entrepreneurship Ecosystem, this report will be released in October. Mr. Johnson plans to present it to the Authority in November and shared that this report may impact our strategy as a community.

Economic Development has partnered with Community Development to engage the community, property owners and businesses to solicit input on Form-Based Code. Form-Based Code is a concept that allows for a faster approval process, if a developer complies with the County's regulations and standards, it would receive administrative approval by a staff member instead of a legislative approval.

Mr. Johnson shared with the Authority that the County's Facilities and Environmental Services Department is conducting a space needs analysis for County Offices. As a result, the Economic

Development Office has been asked to relocate. The new office will be located a block away at 110 Old Preston Avenue. The move is scheduled for late October.

Ms. Schmack has conducted a total of 14 Business Retention and Expansion (BRE) visits. Recently, she met with Northrop Grumman, Rivanna Medical and Greenberry's Coffee, they were successful visits. She noted that due to confidentiality, she is unable to share specific details of the visits.

Ms. Schmack invited Authority members to attend the Albemarle County 275th Anniversary Celebration on September 28th from 10:00 am to 2:00 pm at the County Office Building.

Mr. Newberry updated the Authority on the progress of site readiness efforts. He shared that the list has been reduced to ten properties, most of these properties are privately owned. EDO will continue their due diligence and bring more information to a future meeting. It may be presented in closed session, due to the sensitive nature of negotiations.

Finally, Mr. Newberry announced that Potter's Craft Cider's grand opening is scheduled for November 16, 2019.

- b. CvilleBioHub Presentation and Funding Request – Dr. Nikki Hastings provided an update on CvilleBioHub's progress and submitted a request for the Authority's consideration: \$35,000 per year for two years, to support CvilleBioHub's Go Virginia application. Mr. Johnson noted that EDO budgeted for this request and has funds set aside to be transferred to the EDA for distribution, if approved.

Mr. Ray made a motion to approve a **Resolution to Provide Matching Funds to the CvilleBioHub**, the motion was seconded by Mr. Mellen.

MOTION: The motion passed unanimously (6-0)

- c. Technology Zones Update – Mr. Newberry briefed the Authority on the ongoing research being conducted on technology zones. He provided a quick overview of the State Code. The analysis included of the Cities of Charlottesville and Fredericksburg, and the Counties of Fauquier, Chesterfield, Culpeper, Spotsylvania, Rockingham and Stafford. He reviewed the main common elements: key definitions, qualifying criteria, tax incentives offered, geographic boundaries, durations and the administration and application process. He highlighted the City of Charlottesville's criteria and noted that the entire city is a technology zone. Staff is preparing a draft policy and a recommendation for boundaries to share with the Authority at a future meeting.

5. Unfinished Business

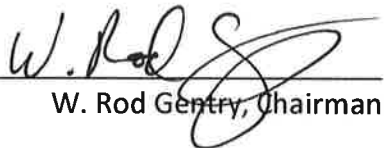
No unfinished business was reported.

6. **Other Matters**

Ms. Schmack reminded Authority members to complete the mandatory Cyber Threat Training.

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 MATCHING FUNDS TO THE CVILLEBIOHUB

WHEREAS, the Economic Development Authority of Albemarle County, Virginia (the Authority), has supported previously CvilleBioHub, a 501(c)(6) non-profit serving the local biotechnology and life sciences industry, in its effort to develop and implement its strategic plan and area industry impact study; and

WHEREAS, CvilleBioHub has applied to GO Virginia Region 9 (Virginia Initiative for Growth & Opportunity) for a \$400,000 grant so that it can 1) serve existing and emerging biotechnology companies in this region through programming and collaboration with established community partners, 2) assess and plan for the creation of a new wet lab incubator facility and programming to support early-stage emerging biotechnology companies, and 3) close the talent gap for growing biotechnology companies through workforce development; and

WHEREAS, the Authority finds CvilleBioHub's mission, operations, and plan to develop a public wet lab and close biotech employment gap advance and promote economic development in Albemarle County and the surrounding localities and finds it is in the best interests of the County for CvilleBioHub to pursue these goals.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Authority (the Board) hereby grants from its FY19-20 Budget \$35,000.00 to CvilleBioHub on the condition it first receives a \$400,000.00 Region 9 GO Virginia grant to support the above-stated goals. Additionally, the Board authorizes its Chair, W. Rod Gentry, to endorse a non-binding letter of support for the Authority to provide an equal grant from its FY20-21 Budget contingent upon CvilleBioHub's performance and progress satisfactory to the Board and appropriation.

MOTION

I move that the EDA adopt this Resolution approving CvilleBioHub's funding request of \$35,000.00 to be funded from the Authority's FY19-20 budget subject to the terms of the Resolution and to authorize the Board's Chair to endorse a non-binding letter of support.

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 6 to 0 as recorded below, at a meeting held on 17 September 2019.



W. Rod Gentry, Chair

	Aye	Nay
Mr. Gentry	<u>✓</u>	_____
Mr. Atkinson	<u>✓</u>	_____
Mr. Oliver	<u>✓</u>	_____
Mr. Long	<u>Absent</u>	_____
Mr. Mellen	<u>✓</u>	_____
Mr. Ray	<u>✓</u>	_____
Mr. Shreve	<u>✓</u>	_____