

ALBEMARLE COUNTY  
ECONOMIC DEVELOPMENT AUTHORITY MINUTES  
August 18, 2020  
4:00 P.M.  
Electronic Meeting

**Directors Present:** Don Long, Stuart Munson, 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; 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. DeLoria convened the meeting at 4:16 p.m. read the following statement:

Notwithstanding any provision in our Bylaws to the contrary, as permitted under Albemarle County's Continuity of Government Ordinance adopted on April 15<sup>th</sup>, 2020, we are holding this meeting by real time electronic means with no board member physically present at a single, central location. All board members are participating electronically. This meeting is being held pursuant to Section 6(e) of the County's Continuity of Government Ordinance. All board members will identify themselves and state their physical location by electronic means during the roll call which we will hold next. And the public has real time audio-visual access to this meeting over Zoom as provided in the lawfully posted meeting notice and real time audio access over telephone, which is also contained in the notice. The public is always invited to send questions, comments, and suggestions to the Board through the County's Economic Development Office at any time.

Mr. DeLoria provided the roll call and confirmed a quorum.

2. **Election of Officers**

Mr. DeLoria reviewed procedures for the election of officers and noted that each office, Chairman, Vice Chairman and Secretary-Treasurer would fill the unexpired term until the EDA's next Annual Meeting to be held in January 2021. Each office be individually nominated and voted on.

Mr. Deloria opened the floor for nominations for the office of Chairman. Mr. Ray nominated Don Long as Chairman, this motion was seconded by Mr. Munson.

**MOTION:** The Motion passed unanimously (4-0)

Mr. Deloria opened the floor for nominations for the office of Vice Chairman. Mr. Long nominated George Ray as Vice Chairman, this motion was seconded by Mr. Shreve.

**MOTION:** The Motion passed unanimously (4-0)

Mr. Deloria opened the floor for nominations for the office of Secretary-Treasurer. Mr. Long nominated David Shreve as Secretary/Treasurer, this motion was seconded by Mr. Munson.

**MOTION:** The Motion passed unanimously (4-0)

3. **Approval of Minutes**

The minutes for July 21, 2020 were reviewed. Mr. Munson motioned to approve the minutes and it was seconded by Mr. Mellen.

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

4. **Financial Report**

Ms. Schmack explained there would not be a financial report this month, due to the ongoing fiscal year end.

5. **New Business**

- a. Director's Report – Mr. Johnson summarized a recent site visit with Project Relief, a company interested in locating a new facility in Central Virginia. Members of VEDP, CVPED, Albemarle County Economic Development coordinated with Scottsville's Town Administrator, Matt Lawless to provide the company with a tour of the former tire factory. The site is currently on the company's short list.

Mr. Johnson provided a brief update on the Venture Central, a collaborative project between the Albemarle County, the City of Charlottesville, University of Virginia. He noted the Chamber of Commerce has also joined the group to help support this endeavor. The group plans to submit a Go Virginia grant application on September 8, 2020, asking for \$300,000 to finance the project and begin creating a hub for activity innovation and entrepreneurship.

- b. CARES Update – Mr. Johnson reviewed details of the "Lift Local Business" grant program that was approved by Board of Supervisors on July 15. Local small businesses were encouraged to apply for the Albemarle County Lift Grant, a relief initiative to provide grants to assist with the impact of the COVID-19 pandemic. The application process, administered by the Community Investment Collaborative opened on July 22, 2020 and closed August 3, 2020. Out of 161 inquires, CIC received 78 completed applications. Notifications to the 59 businesses that were selected to receive grants will begin today.

6. **Unfinished Business**


Ms. Schmack noted that the vacant EDA Director positions have been posted on the County's Boards and Commissions webpage and will be posted for 30 days before selections are made by the Board of Supervisors.

7. **Other Matters**

No other matters were discussed.

8. **Adjournment**

There being no further business, Mr. Long adjourned the meeting at 4:50 pm.

Teste:   
Donald Long, Chairman

Approved:   
David Shreve, Secretary-Treasurer