

ALBEMARLE COUNTY
ECONOMIC DEVELOPMENT AUTHORITY MINUTES
May 17, 2022
4:00 PM
Electronic Meeting

Directors Present: Don Long, John Mottola, Stephen McNaughton, George Ray

Staff Present: Roger Johnson, Economic Development Director; J.T. Newberry, Economic Development Principal Business Development Manager; Ashley Perry Hernandez, Economic Development Management Analyst; Richard DeLoria, Senior Assistant County Attorney; Diantha McKeel, Board of Supervisors Liaison to the EDA, Jack Jouett District

Guests Present: Nikki Hastings, PhD, Interim Executive Director and Entrepreneur-in-Residence, Charlottesville BIOHUB; Stephen Davis, President - Community Investment Collaborative (CIC); Charles Rapp, Deputy Director of Community Development

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

Chair Long convened the meeting at 4:00 p.m. and read the following statement:

Notwithstanding any provision in the EDA Bylaws to the contrary, as permitted under Virginia Code § 15.2-1413 and Albemarle County's Continuity of Government Ordinance, we are holding this meeting by real time electronic means with no Authority member physically present at a single, central location. All Authority members are participating electronically. All Authority members will identify themselves and state their general physical location during the roll call which we will hold next.

This meeting is being recorded and will be uploaded to the County's website.

The public has real time audio-visual access to this meeting over Zoom and real time audio access over telephone, both as provided in the lawfully posted meeting notice. The public is invited to offer live comment during the Public Comment period. Comments are limited to three minutes and must be germane to matters on today's agenda.

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

2. **Matters from the Public**

Ms. Perry Hernandez confirmed no speakers signed up or raised their hand to speak.

3. **Approval of Minutes**

Minutes from the April 19, 2022, meeting were reviewed. Mr. Ray motioned to approve the minutes, which was seconded by Mr. McNaughton.

MOTION: The motion passed unanimously.

4. **Financial Report**

Chair Long directed the Authority to the financial report for the period ending April 30, 2022, in their packets.

5. **New Business**

a. **Regional Innovation Fund (RIF) Matching Grant for Charlottesville BioHub, Inc.**

Mr. Johnson introduced Dr. Hastings who updated the Authority on Charlottesville BioHub's contributions to the entrepreneurial ecosystem of Central Virginia. They are a recognized leader across Virginia in industry cluster development offering support in education, entrepreneurship, connection, and workforce.

Dr. Hastings confirmed their request for \$25,000 in funding support in 2022 to enable their continued work in the community. These funds will serve as a match for their VIPA Regional Innovation Fund Grant application from Fall 2021.

Mr. Johnson concluded with staff's recommendation to continue to support the work of Charlottesville BIOHUB and their mission.

Mr. Ray motioned for the Authority to adopt the "**Resolution approving the \$25,000 match grant to the Charlottesville BIOHUB to be funded from the Authority's FY22 budget subject to the terms of the Resolution and to authorize the Authority's Chair and Treasurer to execute all documents necessary to complete this grant**" which was seconded by Mr. McNaughton.

MOTION: The motion passed unanimously by roll call vote.

b. Small Business Administration PRIME Grant Application by Community Investment Collaborative (CIC)

Chair Long recused himself from this matter due to a conflict of interest. Mr. Johnson introduced Mr. Davis who gave the Authority an overview of the CIC-a micro-enterprise development organization founded in 2011 with a mission to strengthen the community and contribute to economic development by fueling the success of under-resourced entrepreneurs through education, mentoring, micro-lending, and networking.

Mr. Davis asked the Authority's consideration for \$25,000 of funding to support CIC programs supporting Albemarle County residents, including their entrepreneur workshop, mentoring, financial management program, and microloan program for the County's FY2023, as well as authorization to use those funds as part of a match for an SBA PRIME Grant.

The CIC recently passed the milestone of over \$2 million in total lifetime lending in December of 2021. Their strategic plan aims to achieve an average of \$1 million in lending a year for the next three years.

With no questions from the Authority, Mr. Johnson highlighted CIC's success and contributions to the business community and concluded with staff's recommendation to continue to support them by providing the grant match with funding from the Investment Pool.

Mr. McNaughton motioned to adopt the "**Resolution authorizing the Chair to endorse a letter supporting the Community Investment Collaborative's application for a SBA PRIME Grant and approving its funding request of \$25,000.00 to be used as a match or to support CIC operating expenses, such grant subject to appropriation and disbursement from the County of Albemarle**" which was seconded by Mr. Mottola.

MOTION: The motion passed unanimously by roll call vote.

c. Director's Report

Mr. Johnson provided updates to the Authority on the following items:

- New EDO team member Megan Gray is joining the County on June 6, 2022, as a Senior Business Development Manager
- County's transition to in-person Meetings: Mr. DeLoria plans to request a resolution to adopt a Remote Participation Policy at the next Authority meeting to establish flexibility for directors to attend meetings virtually if deemed medically or personally necessary. Supervisor McKeel asked for clarification on the number of meetings that would be allowed to be attended electronically. Mr. Deloria stated there is no limit for medical reasons and for personal/travel/etc. the limit is 25% of annual meetings.
- Designated Outdoor Refreshment Area (DORA) passed unanimously at the May 4, 2022, BOS consent agenda and staff will proceed with the State's ABC application.
- Building Reuse Grant is on the May 18, 2022, BOS agenda and staff expects to return to the Authority in June with an update grant for adoption.
- Business Update: Bonumose named Technology Pioneer by World Economic Forum
- EDO recently sponsored Black Business Social at TomTom Festival and WINA Envision podcast

- Venture Central is pursuing a \$300,000 Build-to-Scale grant and will be seeking matching funds.

Ms. Perry Hernandorena gave an update on the “Buy Local” campaign and staff’s intention to revive the project over the coming months in partnership with the City of Charlottesville’s Office of Economic Development.

d. Overview of AC44: Comprehensive Plan Update

Mr. Rapp introduced himself and gave an update on Albemarle County’ Comprehensive Plan; a 20-year plan collaboratively created that establishes a vision for the county and contains policies and recommendations for growth.

The project goals are to:

- Update plan to reflect recent County-wide strategic initiatives including climate action planning, economic development, and multi-modal transportation planning.
- Ensure that equity is integrated into the engagement process and the updated plan content.
- Improve plan usability by articulating clearly prioritized goals, incorporating metrics for tracking progress, and applying a modern, streamlined document design.

Mr. Rapp said the reason the update is occurring is:

- State code requires review of the Comprehensive Plan every five years
- To align the plan with County values and strategic initiatives
- Plan for growth, including increasing demands for urban services, housing, and infrastructure
- There is a need for prioritization of implementation and improved useability of the document
- Update to be consistent with changes to the Virginia State Code

He outlined the County’s Phasing Plan with visual aids illustrating these 4 -steps:

1. Plan for Growth
2. Draft Policies
3. Prioritize Action Steps
4. Finalize and Adopt Plan

Mr. Rapp said the Engagement Approach would involve a four-pronged approach including Internal Staff, Working Group, Public Engagement, and Legislative Review, as well as on-line and in-person outreach and communications. Members of the public can get involved by visiting the project website www.engage.albemarle.org to learn more about the Comprehensive Plan’s history, upcoming events and plan documents and information.

In relation to the Authority’s involvement with this process, Mr. Johnson included a slide of “Product Development Tiers” to illustrate to the Authority how staff was working with Community Development to assess capacity studies, land inventory, and potential site development to be considered in the plan. Supervisor McKeel encouraged a big picture analysis of the entire county when determining development areas and land use designations and zoning rights.

6. Unfinished Business

a. Closed Session

Chair Long read the following **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 6 to discuss and consider:

The investment of public funds for Project Bee-Friend, Project Poma and the Lewis & Clark Exploratory Center at Darden

Towe Park, where bargaining is involved and where, if made public initially, would adversely affect the financial interest of the County; and

-Subsection 8 to discuss and consider:

Consultation with EDA legal counsel regarding the Lewis & Clark Exploratory Center loan, which requires legal counsel's advice and, if provided in open session, would adversely affect the EDA's negotiating posture.

The Motion which was seconded by Mr. Ray.

MOTION: The motion passed unanimously.

Closed Meeting Certification – Following the closed meeting, Chair Long read the following 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.

MOTION: The motion passed by roll call vote.

7. Adjournment

There being no further business Chair Long moved to adjourn with no objection.

The next meeting will be held June 21, 2022.

Teste: _____
Donald Long, Chairman

Approved: _____
Roger D. Johnson, Assistant Secretary