

ALBEMARLE COUNTY  
ECONOMIC DEVELOPMENT AUTHORITY MINUTES  
April 21, 2020  
4:00 P.M.  
Electronic Meeting

**Directors Present:** Jim Atkinson, Rod Gentry, Don Long, 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, Steve Allshouse, Chief of Administration and Analytics; 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 4:02 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.

Mr. Gentry read a motion to approve a **Resolution Adopting Procedures for Public Meetings Under Section 6 of Albemarle County's Ordinance to Ensure the Continuity of Government During the COVID-19 Disaster**. The motion was seconded by Mr. Shreve.

**MOTION:** The motion passed unanimously (5-0)

2. **Approval of Minutes**

The minutes for January 21, 2020 were reviewed. Mr. Atkinson motioned to approve the minutes and it was seconded by Mr. Long.

**MOTION:** The motion passed unanimously (5-0).

3. **New Business**

- a. Microloan Program – Mr. Johnson provided an outline of the business continuity strategy that was created to assist businesses in Albemarle County, related to the impact of the COVID-19 pandemic. To assist business community, the Board of Supervisors approved \$200,000 in funding to create a microloan program at their April 15<sup>th</sup> meeting. The funding was allocated as 60% for small businesses, 20% non-profits and 20% for at-risk rural/community service providers. Mr. Johnson outlined a recommendation for the EDA to provide the \$200,000 in funding to the Community Investment Collaborative to create a new Business Recovery Fund to assist small businesses in Albemarle County.

Mr. DeLoria read a **Resolution to Provide Grant to the Community Investment Collaborative to Support and Assist Businesses Impacted by COVID-19 Emergency**. Mr. Gentry motioned to approve the resolution and it was seconded by Mr. Shreve.

**MOTION:** The motion passed unanimously (4-0), Mr. Long abstained from the vote.

- b. Albemarle Business Campus – Mr. Johnson introduced Kyle Redinger, developer of the Albemarle Business Campus. Mr. Redinger presented an overview on the history of the project and highlighted the County's return on investment. Mr. Newberry reviewed the site history, project timeline and noted key terms of the partnership agreement.

Mr. Long recused himself from the Albemarle Business Campus discussion.

Mr. DeLoria read a **Resolution Approving an Agreement Between the Albemarle County Economic Development Authority, the County of Albemarle, and 5<sup>th</sup> Street Forest, LLC**. Mr. Gentry motioned to approve the resolution and it was seconded by Mr. Atkinson.

**MOTION:** The motion passed unanimously (4-0), Mr. Long abstained from the vote.

4. **Unfinished Business**

No unfinished business was reported.

5. **Other Matters**

Mr. Johnson announced the launch of Project Rebound, a collaborative effort between the Charlottesville Regional Chamber of Commerce, Albemarle County, the City of Charlottesville and the

University of Virginia. The Chamber has agreed to be the lead anchor organization for this project. The initiative is a team-based exploration of industries and sectors that are critical to the local economy:

- 1) Reviving Small Businesses
- 2) Protecting the Arts and Creative Economy
- 3) Restarting the Hospitality & Tourism Engine
- 4) Assessing Key Industry Clusters
  - a) Information Technology, Defence and Financial Services
  - b) Biotechnology and Manufacturing
- 5) Leveraging Strengths and Anchor Institutions
- 6) Preparing Vital Infrastructure
- 7) Restoring Nonprofit & Community Organizations

The Directors were invited to participate in the project.

6. **Adjournment**

There being no further business, Mr. Gentry adjourned the meeting at 5:18 pm.

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

Approved: \_\_\_\_\_  
Roger Johnson, Asst. Secretary-Treasurer



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

**RESOLUTION ADOPTING PROCEDURES FOR PUBLIC  
MEETINGS UNDER SECTION 6 OF ALBEMARLE COUNTY'S  
ORDINANCE TO ENSURE THE CONTINUITY OF GOVERNMENT  
DURING THE COVID-19 DISASTER**

**WHEREAS**, the President of the United States of America, the Governor of the Commonwealth of Virginia, and the County Executive of Albemarle County have all declared Albemarle County to be in a state of emergency because of the COVID-19 pandemic; and

**WHEREAS**, the catastrophic nature of the emergency (highly contagious and potentially fatal viral pandemic) makes it unsafe to assemble a quorum in a single location; and

**WHEREAS**, the Board of Supervisors of the County of Albemarle, Virginia ("the County"), adopted An Ordinance to Ensure the Continuity of Government During the COVID-19 Disaster ("the Ordinance") on April 15, 2020, wherein it recognized the Economic Development Authority for the County of Albemarle, Virginia ("the Authority"), to provide essential public services and functions and authorized this Authority to conduct its meetings and business according to Section 6 of the Ordinance; and

**WHEREAS**, the Authority finds it is in the public's and County's best interests for the Authority to continue to conduct its governmental functions and to hold public meetings in accordance with Section 6 of the Ordinance.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Economic Development Authority of Albemarle County, Virginia, hereby approves the conduct of its meetings through real time electronic means consistent with Section 6 of the Ordinance and Article VI of the Authority's By Laws (Order of Business).

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**MOTION**

I move that the Authority adopts this Resolution authorizing the Authority to hold meetings through real time electronic means consistent with Section 6 of the County's April 15<sup>th</sup>, 2020, Ordinance described herein and Article VI of the Authority's By-Laws.

I, W. Rod Gentry, do hereby certify that the foregoing writing is the Resolution duly adopted by the Economic Development Authority of Albemarle County, Virginia, by a vote of 5 to 0 as recorded below, at a meeting held on 21 April 2020.

  
\_\_\_\_\_  
W. Rod Gentry, Chairman

|              | Aye          | Nay   |
|--------------|--------------|-------|
| Mr. Gentry   | <u>  x  </u> | _____ |
| Mr. Atkinson | <u>  x  </u> | _____ |
| Mr. Munson   | _____        | _____ |
| Mr. Long     | <u>  x  </u> | _____ |
| Mr. Mellen   | _____        | _____ |
| Mr. Ray      | <u>  x  </u> | _____ |
| Mr. Shreve   | <u>  x  </u> | _____ |



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

**RESOLUTION TO PROVIDE GRANT TO THE COMMUNITY INVESTMENT  
COLLABORATIVE TO SUPPORT AND ASSIST BUSINESSES IMPACTED BY  
COVID-19 EMERGENCY**

**WHEREAS**, the Economic Development Authority of Albemarle County, Virginia (the Authority), has supported the Community Investment Collaborative (the CIC) in its mission to support entrepreneurial business growth and development through education and microloans; and

**WHEREAS**, the disaster and state of emergency caused by the COVID-19 pandemic has already impacted local businesses dramatically and is likely to have long-term adverse implications for Albemarle County's economy; and

**WHEREAS**, the Authority finds the CIC's mission and operations are well-established and appropriately situated to advance and promote economic recovery in Albemarle County and the surrounding localities and finds it is in the best interests of the County for the CIC to manage a Business Recovery Fund wherein it will offer, make, and administer microloans to restore business activity, employment, and critical community services in rural areas to as close to pre-pandemic levels as is practical subject to the program's terms and conditions; and

**WHEREAS**, on April 15, 2020, the Board of Supervisors of the County of Albemarle, Virginia, appropriated \$200,000.00 from its Economic Development Fund to be disbursed to the Authority for the purpose of granting such funds to the CIC to be used in the Business Recovery Fund Microloan Program established in response to the COVID-19 emergency.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of this Authority hereby grants, conditioned upon receipt from the County of Albemarle, \$200,000.00 to the CIC to be used in its Business Recovery Fund Microloan Program to assist the described Albemarle County businesses in their recovery from the COVID-19 emergency and authorizes its Chair, W. Rod Gentry, to execute all documents necessary to affect such grant.

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**MOTION**

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I move that this Authority adopt this Resolution approving the grant of \$200,000.00, subject to receipt of such appropriation from the County, to the Community Investment Collaborative to be used for its Business Recovery Fund Microloan Program.

I, W. Rod Gentry, do hereby certify that the foregoing writing is the Resolution duly adopted by the Economic Development Authority of the County of Albemarle, Virginia, by a vote of 4 to 0 as recorded below, at a meeting held on 21 April 2020.

  
\_\_\_\_\_  
W. Rod Gentry, Chair

|              | Aye           | Nay           |                                       |
|--------------|---------------|---------------|---------------------------------------|
| Mr. Gentry   | <u>  x  </u>  | <u>      </u> |                                       |
| Mr. Atkinson | <u>  x  </u>  | <u>      </u> |                                       |
| Mr. Munson   | <u>      </u> | <u>      </u> |                                       |
| Mr. Long     | <u>      </u> | <u>      </u> | (Abstained because he represents CIC) |
| Mr. Mellen   | <u>      </u> | <u>      </u> |                                       |
| Mr. Ray      | <u>  x  </u>  | <u>      </u> |                                       |
| Mr. Shreve   | <u>  x  </u>  | <u>      </u> |                                       |



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

**RESOLUTION APPROVING AN AGREEMENT BETWEEN  
THE ALBEMARLE COUNTY ECONOMIC DEVELOPMENT AUTHORITY,  
THE COUNTY OF ALBEMARLE, AND  
5<sup>TH</sup> STREET FOREST, LLC**

**WHEREAS**, the Board of Directors of the Economic Development Authority of the County of Albemarle, Virginia (“the Authority”), finds it is in the best interest of the County and the Authority to enter into a Development Agreement with the County of Albemarle, Virginia (“the County”), and 5<sup>th</sup> Street Forest, LLC, subject to the Albemarle County Board of Supervisors’ (“the Board of Supervisors”) approval of ZMA201900003 Albemarle Business Campus, that outlines 5<sup>th</sup> Street Forest, LLC’s provision of various elements of development in exchange for its receipt of Synthetic Tax Increment Financing Grants from the Authority as provided by the County; and

**WHEREAS**, the County Board of Supervisors approved the Development Agreement on April 15, 2020, subject to the conditions precedent contained therein.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Economic Development Authority of Albemarle County, Virginia, hereby approves the attached Development Agreement referenced above, subject to the Board’s approval of ZMA201900003 Albemarle Business Campus, and authorizes the Chair to execute the Agreement, subject to its approval as to substance and form by the County Attorney.

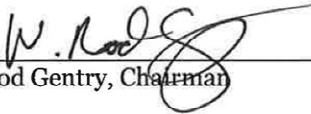
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**MOTION**

I move that the EDA adopts this Resolution approving the attached Development Agreement between the EDA, Albemarle County, and 5<sup>th</sup> Street Forest, LLC, and authorize the Chair to execute the Agreement on the EDA’s behalf once the Agreement has been approved as to form and substance by the County Attorney.



I, W. Rod Gentry, do hereby certify that the foregoing writing is the Resolution duly adopted by the Economic Development Authority of Albemarle County, Virginia, by a vote of 4 to 0 as recorded below, at a meeting held on 21 April 2020.

  
\_\_\_\_\_  
W. Rod Gentry, Chairman

|              | Aye          | Nay   |
|--------------|--------------|---|
| Mr. Gentry   | <u>  x  </u> | _____   |
| Mr. Atkinson | <u>  x  </u> | _____   |
| Mr. Munson   | _____        | _____   |
| Mr. Long     | _____        | _____ (Recused because he represents developer) |
| Mr. Mellen   | _____        | _____   |
| Mr. Ray      | <u>  x  </u> | _____   |
| Mr. Shreve   | <u>  x  </u> | _____   |