

ALBEMARLE COUNTY  
ECONOMIC DEVELOPMENT AUTHORITY MINUTES  
September 29, 2020  
4:00 P.M.  
Electronic Meeting

**Directors Present:** Kat Imhoff, Don Long, George Ray, David Shreve

**Staff Present:** Jim Bowling, EDA Counsel; Jeff Richardson, County Executive; Doug Walker, Deputy County Executive; 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. Long convened the meeting at 4:00 p.m. read the following statement:

Notwithstanding any provision in the EDA Bylaws to the contrary, as permitted under Albemarle County's Continuity of Government Ordinance adopted on June 17<sup>th</sup>, 2020; Chapter 1283 of the 2020 Acts of the General Assembly enacted into law on April 24<sup>th</sup>, 2020; and the Resolution of this body adopted on April 21, 2020, 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. This meeting is being held in accordance with Section 6 of the County's Continuity of Government Ordinance. All Authority members will identify themselves and state their general physical location by electronic means during the roll call which we will hold next.

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 always invited to send questions, comments, and suggestions to the Authority through the County's Economic Development Office at any time. This meeting is being recorded and will be made available on the County's website.

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

Introduction of New Board Member – Kat Imhoff was introduced to the Authority as the new EDA representative for the Samuel Miller Magisterial District.

2. **Approval of Minutes**

The minutes for August 18, 2020 were reviewed. Mr. Ray motioned to approve the minutes and it was seconded by Mr. Shreve.

**MOTION:** The motion passed (3-0), Ms. Imhoff Abstained.

3. **Financial Report**

Mr. Shreve presented the financial report for period ending August 31, 2020.

4. **New Business**

- a. Director's Report – Mr. Johnson highlighted the Economic Development Office's ongoing efforts to support the County's Business Continuity Strategy and noted that the office has pivoted from supporting primary businesses to helping all businesses survive.

Mr. Johnson reviewed details of the Lift Local Business grant program. The application process, administered by the Community Investment Collaborative, received 161 inquires, 78 completed applications and 59 grants were awarded.

The Economic Development Office partnered with the Department of Social Services and the Office of Equity and Inclusion to create the Community Lift Grant, a grant program for non-profit businesses. The program received 129 inquiries and 60 organizations completed applications and award notifications are currently ongoing.

Mr. Johnson shared that the Safe Spaces and Places program was launched on September 22nd and will provide a grant to businesses who will temporarily expand their operations outdoors and create safer spaces for commerce.

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 submitted a Go Virginia grant application on September 8, 2020, requesting for \$300,000 to finance the project and begin creating a hub for activity innovation and entrepreneurship.

Ms. Schmack provided an overview of the new economic development website EnableAlbemarle.org.

- b. Third Amended Performance Agreement for Woolen Mills – Mr. DeLoria provided a brief overview of the amended performance agreement and noted the extension of the deadline between the EDA and the developer of Woolen Mills to December 30, 2020 to allow for completion of the pedestrian bridge, parking, and trail connections. The amendment authorizes the County Executive to approve allow future extensions as needed not beyond September 30, 2021.

Mr. Ray motioned to approve a **Resolution to Approve the Third Amended Economic Development Opportunity Fund Performance Agreement for the Redevelopment of the Woolen Mills Site**. The motion was seconded by Ms. Imhoff.

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

- c. Albemarle Business Campus – Mr. Long recused himself and asked Mr. Ray to lead the discussion, if any action was requested. Mr. Newberry noted the Development Agreement and highlighted a fact sheet that was created by the developer. The project was reviewed by the Planning Commission in late August and is scheduled for a public hearing for rezoning at the Board of Supervisors Meeting on October 7, 2020. If approved, the Economic Development Office will be supporting the developer’s request for expedited review and begin the site plan process.

5. **Unfinished Business**

No unfinished business was reported.

6. **Other Matters**

No other matters were discussed.

7. **Adjournment**

There being no further business, Mr. Long adjourned the meeting at 5:30 pm.

Teste: \_\_\_\_\_  
Donald Long, Chairman

Approved: \_\_\_\_\_  
David Shreve, Secretary-Treasurer



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

**RESOLUTION TO APPROVE THE  
THIRD AMENDED ECONOMIC OPPORTUNITY FUND  
PERFORMANCE AGREEMENT FOR THE  
REDEVELOPMENT OF THE WOOLEN MILLS SITE**

**WHEREAS**, the Economic Development Authority of Albemarle County, Virginia (the Authority), approved a Performance Agreement, First and Second Amended Performance Agreement between the Authority, Woolen Mills, LLC, and the County of Albemarle, Virginia (the County), regarding the redevelopment of the Woolen Mills site in anticipation of WillowTree, Inc.'s expansion and relocation to the site; and

**WHEREAS**, the County Board of Supervisors has approved a Third Amended Agreement extending the project completion date and contract term; and

**WHEREAS**, the Authority finds it is in its and the County's best interests to enter into a Third Amended Agreement to revise the project completion date and contract term.

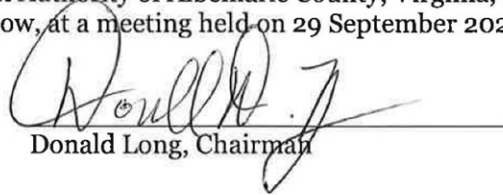
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Economic Development Authority of Albemarle County, Virginia, hereby approves the attached Third Amended Agreement between the Authority, the County, and Woolen Mills, LLC, and authorizes the Chair to execute the Third Amended Agreement on behalf of the Authority once it has been approved as to substance and form by the County Attorney.

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**MOTION**

I move that the EDA adopt this Resolution approving the Third Amended Economic Opportunity Fund Performance Agreement between the EDA, Albemarle County, and Woolen Mills LLC, and authorize the Chair to execute the Agreement on the EDA's behalf once the Agreement has been approved as to form by the County Attorney.

I, Donald Long, 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 29 September 2020.



Donald Long, Chairman

	Aye	Nay
Mr. Munson	<u>Absent</u>	_____
Mr. Long	<u>✓</u>	_____
Ms. Imhoff	<u>✓</u>	_____
Mr. Ray	<u>✓</u>	_____
Mr. Shreve	<u>✓</u>	_____