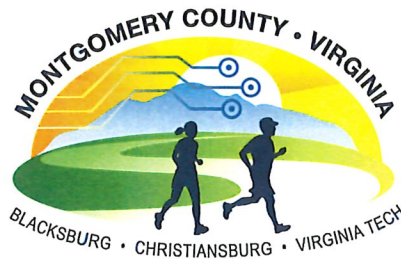


**Directors**  
James Taylor  
Tessa Wright  
Steve Baffuto  
Joe Ferrell  
Stephen Skripak



*John Tuttle*  
**Chairman**  
*Tommy Loflin*  
**Vice-Chairman**  
*Brian T. Hamilton*  
**Secretary/Treasurer**  
*Martin M. McMahon*  
**Attorney**

Minutes  
Tuesday, April 21, 2020 – 12:00 P.M.  
Board of Directors Regular Meeting – Zoom  
Economic Development Authority of Montgomery County, Virginia  
John Tuttle – Chair, Presiding

The Economic Development Authority of Montgomery County, Virginia held their regular meeting via Zoom on Tuesday, April 21, 2020 at the Montgomery County Government Center, Christiansburg, VA. Those in attendance were: Chair John Tuttle; Vice-Chair Tommy Loflin; and Directors: Tay Taylor, Tessa Wright, Joe Ferrell, and Stephen Skripak. Also in attendance were: Craig Meadows, County Administrator; Marty McMahon, County Attorney; Brian Hamilton, Economic Development Director; Brenda Rigney, Project Manager; Ashlyn Shrewsbury, Project Manager; and Rachel Cline, Economic Development Assistant. Absent was: Director Steve Baffuto. Also absent were: Angie Hill, Finance Director; and Nancy Turner, Program Assistant

**OPENING REMARKS**

**Declaration of Quorum**

Chair Tuttle declared a quorum was present, and called the meeting to order at 12:01 P.M.

**Public Notification**

Chair Tuttle read the following public notification aloud for the EDA directors and any guests attending the meeting via Zoom:

The Economic Development Authority of Montgomery County, Virginia, (EDA) to meet virtually on Tuesday April 21, 2020, at 12:00 P.M.

The EDA Board of Directors will consider adoption of the First Amendment to Agreement of Purchase and Sale of Property between the Economic Development Authority of Montgomery County, Virginia and Zapi, Inc. The Amendment proposes to extend the Review Period for Zapi, Inc. for an additional sixty (60) days. The extension of time is warranted due to the COVID-19 pandemic.

**DEPARTMENT OF ECONOMIC DEVELOPMENT**

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Declarations of Emergency have been made at all levels of government including Montgomery County. A disaster exists which requires the County to assure continuity of government for a period not to exceed six (6) months. During a declared disaster, the Code of Virginia requires and allows governing bodies to conduct their meetings in manners which are consistent with providing continuity of government and in a safe and healthy manner, and for the public safety, health and welfare of the Board of Directors of the EDA and all attendees/ interested parties consistent with open government.

The COVID-19 virus makes it impractical and unsafe for the Board of Directors of the EDA to physically assemble in one location. The virus also makes it impractical and unsafe, as well as potentially life threatening, for the public and the EDA staff to gather in the same location to participate in the scheduled meeting for the following one item of business:

1. To consider adoption of the First Amendment to Agreement of Purchase and Sale of Property between the Economic Development Authority of Montgomery County, Virginia and Zapi, Inc. The amendment proposes to extend the Review Period for an additional sixty (60) days to expire on June 19, 2020. The extension of time is warranted due to the COVID-19 Pandemic.

In an effort to meet the guidelines that have been outlined by both federal and state government public health and elected officials, the virtual meeting of the EDA can be viewed online at: <https://zoom.us/j/92039545075> or 1 646 558 8656 for audio.

The April 21, 2020 EDA meeting agenda can be viewed at:  
[https://www.montgomerycountyva.gov/docs/default-source/economic-development-authority/agendas-and-minutes/agendas/2020/eda\\_agenda\\_04212020.pdf?sfvrsn=11acb596\\_6](https://www.montgomerycountyva.gov/docs/default-source/economic-development-authority/agendas-and-minutes/agendas/2020/eda_agenda_04212020.pdf?sfvrsn=11acb596_6)

### **Approval of Agenda**

On a motion by Director Taylor, seconded by Director Skripak, and carried unanimously, the agenda was approved.

The vote on the foregoing motion was as follows:

<u>Aye</u>	<u>Nay</u>	<u>Absent During Vote</u>	<u>Absent During Meeting</u>
John Tuttle		Steve Baffuto	Steve Baffuto
Tommy Loflin			
Tessa Wright			
James Taylor			
Joe Ferrell			
Stephen Skripak			

**Introduction of Guests**

There were no guests present.

**GENERAL BUSINESS**

**Zapi Contract Amendment– Exhibit Tab 5**

On a motion by Director Taylor, seconded by Director Skripak, and carried unanimously, the Economic Development Authority approved the following resolution:

RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF MONTGOMERY COUNTY VIRGINIA APPROVING THE FIRST AMENDMENT TO AGREEMENT FOR THE PURCHASE AND SALE OF PROPERTY BY AND BETWEEN THE ECONOMIC DEVELOPMENT AUTHORITY OF MONTGOMERY COUNTY VIRGINIA AND ZAPI INC.

WHEREAS, Zapi, Inc and the Economic Development Authority of Montgomery County, Virginia (“EDA”) entered into the Agreement of Purchase and Sale of Property dated the 21<sup>st</sup> day of January, 2020, (the “Agreement”) whereby Zapi, Inc. had a ninety (90) day Review Period to conduct due diligence associated with the potential purchase of the EDA’s Technology Manufacturing Building; and

WHEREAS, due to the COVID-19 pandemic, Zapi, Inc. has requested that the Review Period be extended an additional Sixty (60) days; and

WHEREAS, the EDA is in agreement with amending the Agreement to extend the end of the Review Period from April 20, 2020 to June 19, 2020, (the "First Amendment").

NOW THEREFORE, BE IT RESOLVED BY THE Board of Directors of the Economic Development Authority of Montgomery County, Virginia that the Board of Directors hereby approve the First Amendment for the Purchase and Sale of Property by and between the Economic Development Authority of Montgomery County, Virginia and Zapi, Inc. extending the expiration of the Review Period an additional sixty days to June 19, 2020, due to the COVID -19 pandemic; and

BE IT FURTHER RESOLVED by the Board of Directors of the Economic Development Authority that the Authority hereby authorizes the Chairman or Vice-Chairman to execute the First Amendment for the Purchase and Sale of the Property with Zapi, Inc., on behalf of the Authority.

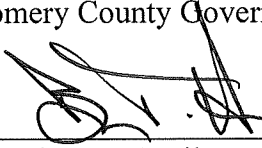
The vote on the foregoing motion was as follows:

<u>Aye</u>	<u>Nay</u>	<u>Absent During Vote</u>	<u>Absent During Meeting</u>
John Tuttle		Steve Baffuto	Steve Baffuto
Tommy Loflin			
Tessa Wright			
James Taylor			
Joe Ferrell			
Stephen Skripak			

**ADJOURNMENT**

The meeting was adjourned at 12:07 P.M. The next meeting is tentatively scheduled for Tuesday, May 19, 2020, at 11:30 A.M. at the Montgomery County Government Center in Christiansburg, VA.

  
\_\_\_\_\_  
Tommy Loflin – Vice-Chair

  
\_\_\_\_\_  
Brian T. Hamilton, Secretary/Treasurer