



**Charlottesville Economic Development Authority (CEDA)  
Meeting Minutes – August 9, 2016**

**Members Present**

Ethan Dunstan  
Paul Beyer  
Carolyn Shears  
Reid Young  
Tony Lucadamo

**Staff Present**

Chris Engel  
Jason Ness  
Hollie Lee

**Others Present**

A meeting of the Charlottesville Economic Development Authority occurred on Tuesday, August 9, 2016 in City Council Chambers. Mr. Dunstan, Chair, called the meeting to order at 4:02PM.

Mr. Dunstan welcomed new board member Paul Beyer and thanked him in advance for his willingness to serve on the board. Mr. Dunstan opened the public comment period and there being no comments from the public, he proceeded to the next agenda item.

Mr. Dunstan called for a motion to approve the minutes from the May 17, 2016 meeting. Ms. Shears moved, seconded by Mr. Lucadamo, and all present voted aye.

Mr. Dunstan called for a motion to approve the Treasurer's Reports from April and May 2016. Mr. Young moved, seconded by Ms. Shears, and all present voted aye. Mr. Beyer indicated an interest in better understanding the financial reports and Mr. Engel agreed to set a time for all those interested to do so.

As a follow-up to business from the May meeting, Mr. Engel relayed to the board that the UVA Foundation Bond Amendments have been completed and were executed by all parties in June.

Office of Economic Development staff provided a program update on several programs the EDA has been supporting. Mr. Ness updated the Board on the ACE program which served 30 city based businesses last year using a combination of CDBG and CEDA funds. The VJIP and VJIP Match program has also had a very busy year with nine rapidly growing city based businesses currently enrolled. These participants have collectively hired 163 new employees at an average wage of \$32 per hour. Ms. Lee provided an update on the activities of the Downtown Job Center (DJC) which continues to offer employment assistance to city residents. The DJC staff also handles the recruitment for the GO programs and manages those programs once underway. A video featuring the GO Driver program was shown to the board. Ms. Lee also pointed out the important role the DJC plays in referring candidates to city businesses for employment with the help of the GO Hire program. This program, which has 8 firms currently participating, provides a

short term wage subsidy or training funds to assist with employee on-boarding and development.

Mr. Engel shared an overview of the three year Parking Action Plan and reminded the board that a role for the EDA was likely as this proceeds.

Mr. Engel also reminded the board of the Freedom of Information Act (FOIA) and the Conflict of Interest Act (COIA) which both apply to EDA and its members. Copies of each were included in the board packet and will continue to be on an annual basis.

Mr. Engel updated the board on the formation and activities related to the Mayor's Advisory Council on Innovation and Technology. The group has met several times to discuss and share ideas related to improving the opportunity for innovation in the city. Mr. Beyer has been attending the meetings and shared his interest in gathering data from his organizations network that could potentially help inform a regional innovation strategy. Several members agreed to take part in the survey document when it is ready. There was discussion over a potential role for the EDA. Mr. Engel responded that the EDA does not make policy itself but could be a contributor and supporter of a regional strategy.

There being no further business, Mr. Dunstan adjourned the meeting at 5:03PM.

  
Chris Engel, Secretary

8/16/16  
Date

10/11/2016  
Date Approved by CEDA