

**Charlottesville Economic Development Authority (CEDA)
Meeting Minutes – September 11, 2012**

Members Present

Kristin Henningsen
Bryan Wright
Dan Fagan
Reid Young
Tara Boyd
Carolyn Shears

Staff Present

Chris Engel
Hollie Lee
Jason Ness
Blair Morris
Aubrey Watts
Maurice Jones

Others Present

The Charlottesville Economic Development Authority met on Tuesday, September 11, 2012 in the City Council Chambers at City Hall. Ms. Henningsen, Chair, called the meeting to order at 4:30 p.m.

Ms. Henningsen opened the public comment period and there being no comments from the public, she proceeded to the next agenda item.

Ms. Henningsen called for a motion to approve the minutes of April 10, 2012 and May 16, 2012. Ms. Shears moved, seconded by Ms. Boyd, and all present voted aye.

Ms. Henningsen called for a motion to approve the Treasurer Reports from March, April, and May 2012. Mr. Wright moved, seconded by Mr. Fagan, and all present voted aye.

Mr. Engel presented to the Board an Amendment to the previously approved 459/CFA Performance Agreement and asked the Board consider the Resolution authorizing the Chair to sign the Agreement on behalf of the Authority. Mr. Engel said that there is only a slight change in development plans at the former MJH Hospital. The anchor tenant (CFA), is now going to purchase their portion of the property and develop it themselves as opposed to leasing space in the building. This Amendment formalizes this understanding and specifies how the grant will disbursed. All other aspects of the Agreement will remain the same. Ms. Shears inquired about Exhibit 1 as it is not attached in the Board's copy. Mr. Engel said that the exhibit shows the estimated disbursement amounts based on the expected change in taxable value and that it would be included in the final executed amendment. Ms. Henningsen called for a motion to approve the Amendment and Resolution to the original Agreement. Mr. Wright moved, seconded by Mr. Young, and all present voted aye with the exception of Ms. Boyd and Ms. Shears who abstained.

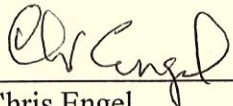
Mr. Engel updated the Board on a potential Antenna Lease at the SNL Building. Mr. Engel reminded the Board that CEDA has possession of the SNL rooftop and that several years ago a template lease was created due to the interest shown by a cellular provider. Recently, SNL was approached by a local amateur radio group about installing a small antenna on the rooftop; however, given the nature of the group and the use they cannot pay to have an antenna there. Initially, SNL management was amenable to the idea. The group was told that the antenna would need to be reasonable in size and not be a distraction at street level, they would need to provide insurance, and that they would need to agree to a 60 day removal notice at any time. In addition, they need to specify their public purpose role, in this case as an emergency communications backup as outlined by the FCC. Provided they can meet these requirements, a lease will be drafted and documents will be presented for approval at the next meeting.

Mr. Engel told the Board about the City's Comprehensive Plan review. Currently, both the City and the County are going through their Comprehensive Plan updates, which are required every 5 years. Included in the Board's meeting packet is information on the Office of Economic Development's portion of the Plan. Mr. Engel would like the Board to review and give comments as necessary. This Plan will be formally adopted by the Planning Commission and City Council in 2013.

Mr. Engel asked the Board to approve the Resolution on CEDA Appointments naming him as Secretary and Hollie Lee as Assistant Secretary. This Resolution is similar to the one that was approved several years ago, which clarifies roles for the Authority and provides a backup signature, as needed, so that it is not dependent only upon one person. Ms. Henningsen called for a motion to approve the Resolution on CEDA Appointments. Ms. Henningsen moved, seconded by Mr. Wright, and all present voted aye.

Ms. Henningsen presented to Mr. Watts, outgoing CEDA Secretary, a plaque for his service and thanked him for his many years of service to the Authority. Mr. Watts thanked the Board and told of his appreciation of working with the Authority. Mr. Jones, City Manager, thanked Mr. Watts for his years of dedicated service to both the Authority and to the City and for all of his many contributions. Mr. Jones also thanked the Board for their service.

There being no further business, Ms. Henningsen adjourned the meeting. Mr. Wright moved, seconded by Mr. Fagan, and all present voted aye. The meeting was adjourned at 4:45 p.m.



Chris Engel
Secretary

9/13/12
Date

11-13-12
Date Approved by CEDA