



**Charlottesville Economic Development Authority (CEDA)  
Meeting Minutes – September 14, 2021**

**Members Present**

Ed Schmitz  
Addison Barnhardt  
James Cauthen  
J'riah Geurrero  
Jonathan Chasen  
Jay O'Donnell  
Reid Thompson

**Staff Present**

Chris Engel  
Jason Ness  
Brian Wheeler  
Trish Carpenter

**Others Present**

Stephany Oettinger  
Nikki Hastings

A meeting of the Charlottesville Economic Development Authority occurred on Tuesday, September 14th, 2021 via virtual electronic Zoom meeting. Chair, Mr. Ed Schmitz, called the meeting to order at 4:01 PM.

Mr. Schmitz asked if there was any public comment; no public comments noted, he proceeded to the next agenda item.

Mr. Schmitz asked the board if there were any comments or questions regarding the July 13, 2021 meeting minutes and the June & July 2021 Treasurer Reports. No comments or questions were noted, the Chair asked for a motion to approve the July 13, 2021 meeting minutes and the June & July 2021 Treasurer Reports; motion moved by Mr. Chasen, second by Mr. Cauthen; all present in favor. Motion passed.

Before Stephany Oettinger of CvilleBioHub presented to the board, Mr. Engel gave some history on the program from its inception in 2018 and how this board played a part in their beginnings. Ms. Oetteinger thanked the board for their support, presented the accomplishments of the program and the strategic plan for the future. Questions were asked by Mr. Barnhardt and Mr. Cauthen. In order to receive the GO Virginia Grant funds, matching funds are required by other entities. Mr. Engel informed the board that funds have been budgeted for CvilleBioHub for the current fiscal year.

Next item Mr. Engel discussed the draft of the Electronic Meeting Policy. The city is still operating under the local emergency ordinance which allows meetings to occur virtually. This may or may not change in October. The Electronic Meeting Policy was drafted by the authority's counsel and uses standard language that mirrors the state code. This policy should be incorporated into the bylaws to allow for virtual meetings to happen when needed in the future.

Mr. Engel updated the board on the status of the Saint Anne's Belfield Revenue Refunding Bond. Signing with Vice Chair Barnhardt was completed in late July. The EDA is currently waiting on the final documents and will share with the board electronically once the documents are available.

Mr. Engel informed the board that the annual audit is currently underway and at some point any or all board members could be contacted by the auditors. The city is using a new firm as the five year contract with the previous firm has ended.

There being no further business, Mr. Schmitz asked for a motion to adjourn the meeting. Mr. Cauthen made the motion to adjourn the meeting, Mr. Addison second the motion, all present voted in favor, meeting adjourned at 4:37 PM.

  
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Chris Engel, Secretary

10/12/21  
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Date

10/12/21  
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Date Approved by CEDA