



**Charlottesville Economic Development Authority (CEDA)
Meeting Minutes – September 8, 2015**

Members Present

Ethan Dunstan
Tara Boyd
Reid Young
Adrian Felts

Staff Present

Chris Engel
Hollie Lee
Jason Ness
Blair Morris

Others Present

Don Long – Lenhart Pettit
Dan Oakey – SNL Financial

A meeting of the Charlottesville Economic Development Authority occurred on Tuesday, September 8, 2015 in City Council Chambers. Mr. Dunstan, Chair, called the meeting to order at 4:15PM.

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 consent agenda, consisting of minutes from the May 12, 2015 meeting, as well as Treasurer's Reports for April, May, June, and July 2015. Ms. Boyd moved, seconded by Mr. Young, and all present voted aye.

Mr. Engel discussed the recent announcement that SNL Financial was being acquired by McGraw Hill Financial. As SNL is a tenant of the Authority, the Authority is being asked to consent to a change of control as required by the lease. A document addressing this was included in the meeting packet. This document, between the EDA and SNL Financial, does not change the terms of the lease, only to change the names of the organizations involved. Mr. Engel told the Board that the CEDA attorney for the SNL project, Mr. Don Long, was present to answer any questions regarding the document. With there being no questions, Mr. Engel requested that the Board take action on a Resolution allowing the Chair to sign the Consent to Change of Control document. Mr. Dunstan called for a motion to approve the Resolution. Mr. Felts moved, seconded by Mr. Young, and all present voted aye.

Mr. Engel asked Mr. Ness to give the Board an update on the GO Hire initiative. Mr. Ness reminded the Board that they approved funding for the GO Hire program in the current budget to allow the Office of Economic Development (OED) to assist City-based businesses with the training of existing staff, as well as a short-term wage subsidy to assist with the hiring of City residents. In August, a pilot project was conducted with Cardboard Safari to provide specialized AutoCAD training to their

staff, through an agreement with PVCC. The OED has a performance agreement with Cardboard Safari, in which they will provide quarterly metrics on the results of the program for one year. An initial review of the pilot program suggests the program is beneficial and OED is currently seeking other opportunities with City-based businesses.

Mr. Engel reminded the Board about previous discussions involving the Growing Opportunities report, which include several potential roles for the EDA. Included in the packet, is the language from Goal 1.5 which addresses using the EDA to assemble or control land for the purpose of providing flexible space for new basic industry employment. Mr. Engel requested that the Board form a Real Estate subcommittee and that members consider volunteering to participate on it. The purpose of the committee will be to assist the Board on real estate related items and brainstorm ideas so that the EDA can be better prepared if an opportunity arose in the future. The Board consensus was to form the committee at the next board meeting.

Mr. Engel mentioned to the Board that the annual Audit is currently underway and is close to being finalized and that there are no issues to date. The Audit will be presented to the Board at either the November or December meeting.

Mr. Engel alerted the Board that the City commissioned Parking Study will be presented to Council at a work session on October 1st. Pending direction from council there could potentially be a role for the EDA. While the Authority is not allowed to operate or manage businesses; it can however purchase or lease land for use as a parking facility. While no details are known at this time, Mr. Engel wanted the Board to know that they may have a role in the future.

Mr. Engel told the Board that Market Plaza is a significant Downtown development, which consists of the City Market and large mixed-use building. Later in September, Council will be updated with the plans for Market Plaza and, in October, will be presented with agenda items related to the sale of land to the developer. Accompanying this will be an Utility Agreement, in which the City will convey funds to the EDA to assist in utility relocation and undergrounding for the project. This is similar to previous agreements for CityWalk and Hillsdale Drive.

Mr. Engel reminded the Board that the one year anniversary of the opening of the Downtown Job Center (DJC) will be on Thursday, September 10th. The DJC will be holding an open house from 10AM to 2PM and the Board is welcome to attend.

There being no further business, Mr. Dunstan called for a motion to adjourn the meeting. Mr. Young moved, seconded by Ms. Boyd, and all present voted aye. Mr. Dunstan adjourned the meeting at 4:35PM.


Chris Engel, Secretary

9/15/15
Date

11-10-15
Date Approved by CEDA