



**Charlottesville Economic Development Authority (CEDA)
Meeting Minutes – July 8, 2014**

Members Present

Reid Young
Tara Boyd
Carolyn Shears
Adrian Felts
Ethan Dunstan
Tony Lucadamo
Kristin Henningsen (4:34pm)

Staff Present

Chris Engel
Jason Ness
Blair Morris

Others Present

Ashley Blackwell – OED Intern

A meeting of the Charlottesville Economic Development Authority occurred on Tuesday, July 8, 2014 in City Council Chambers. Mr. Young, Chair, called the meeting to order at 4:30 p.m.

Mr. Young opened the public comment period and there being no comments from the public, he proceeded to the next agenda item.

Mr. Young called for a motion to approve the meeting minutes from the April 8, 2014 meeting. Mr. Dunstan moved, seconded by Ms. Boyd, and all present voted aye, with the exception of Ms. Henningsen who had not yet arrived.

Mr. Young called for a motion to approve the Treasurer's Report from March, April, and May 2014. Mr. Felts moved, seconded by Ms. Shears, and all present voted aye, with the exception of Ms. Henningsen who had not yet arrived.

Mr. Engel gave the Board a recap of CEDA activities during fiscal year 2014. In July, there was a bond issue for St. Anne's Belfield School in the amount of \$15 million. A new logo was created for CEDA to increase brand recognition and for use in marketing. In September, CEDA served as a conduit for a loan to the Lewis & Clark Exploratory Center, which has had their loan deadline extended twice. There was also an extended Board meeting held at CitySpace to discuss new initiatives created by the Office of Economic Development. In November, CEDA approved the ACE and VJIP Programs. CFA Institute also asked for an extension on their agreement, which runs through the March of 2015. CEDA approved a resolution for a reimbursement agreement for Hillside Drive Phase 2, however, that agreement has not yet been executed. The agreement is still a possibility, but nothing has been decided. Also, Mr. Felts volunteered to be on the Workforce Advisory Council and was appointed by the City Council. In February, CEDA approved an agreement for the Water Street Extension Project, which is currently in progress with

CityWalk being partially open. The Board also approved the AFID matching grant for Relay Foods, which the State did approve their \$50K match. Also, in February, OED staff shared their Annual Report and presented updates on workforce initiatives.

Mr. Engel told the Board that it was time for the Authority's annual audit, which begins in August. Mr. Engel told the Board that it was not unusual for the auditing firm to contact members of the Board, so if that occurs this year, it is just standard procedure.

Mr. Engel reminded the Board of the Freedom of Information Act and the Conflict of Interest Act, copies of which were provided electronically in their meeting packets. Mr. Engel said he will begin to share these with the Boards annually.

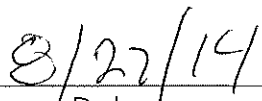
Mr. Young thanked Mr. Engel and the staff for pulling together the Relay Foods event for the presentation of the AFID matching grant by the Governor. Mr. Dunstan asked if there were any success stories for the ACE Program. Mr. Ness said that Amazing Cleaning Services, a business in the ACE Program, recently won an award from the Better Business Challenge. Mr. Ness said that the metrics are still being finalized but soon there will be a brief presentation to CEDA on the status of the program.

Mr. Engel told the Board that as a result of the Growing Opportunities report, City Council approved the creation of a downtown satellite workforce center. The OED staff is currently in the interview process of hiring a Job Center Coordinator to staff the workforce center. There will be a ribbon cutting in September and CEDA will be invited.


There being no further business, Mr. Young adjourned the meeting at 5:01 p.m.



Chris Engel, Secretary



(Date)



Date Approved by CEDA