



**Charlottesville Economic Development Authority (CEDA)  
Meeting Minutes – December 10, 2013**

**Members Present**

Reid Young  
Tara Boyd  
Dan Fagan  
Adrian Felts  
Ethan Dunstan

**Staff Present**

Chris Engel  
Hollie Lee  
Blair Morris

**Others Present**

Russell Coleman – Cherry Bekaert  
Chris Edmunds – Cherry Bekaert

A meeting of the Charlottesville Economic Development Authority occurred on Tuesday, December 10, 2013 in City Council Chambers. Mr. Young, Chair, called the meeting to order at 4:46 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 minutes from the November 12, 2013 meeting. Mr. Felts moved, seconded by Ms. Boyd, and all present voted aye.

Mr. Young called for a motion to approve the Treasurer's Report from November 2013. Mr. Fagan moved, seconded by Ms. Boyd, and all present voted aye.

Mr. Young asked the auditors to please present the FY13 Audit. Mr. Coleman, of Cherry Bekaert, introduced himself to the Board. Mr. Coleman said that the audit process went very well and that it went as originally planned. He asked the Board to please look at page 3 of the audit as that page compares FY2013 to the previous year of FY2012. He said the biggest change was that the Jefferson School project was finished and all funds were dispensed. Mr. Coleman told the Board that the majority of CEDA's assets were unrestricted and only \$200,000 was restricted for the GOF Local Match. Mr. Coleman told the Board that there were no material weaknesses found and that CEDA received an unmodified opinion. Mr. Coleman asked if there were any questions. There being no questions about the audit, Mr. Young called for a motion to accept the FY13 Annual Audit. Ms. Boyd moved, seconded by Mr. Felts, and all present voted aye.

Mr. Engel presented the CEDA Annual Report. Mr. Engel said that CEDA is obligated, by the Authority's By-Laws, to provide to the City Council an annual report at the end of each year. The annual report outlines the activities for the year

along with the list of current Board Members. Mr. Engel asked if there were any questions about this year's report. There being no questions, Mr. Young called for a motion to accept the CEDA Annual Report. Mr. Fagan moved, seconded by Mr. Dunstan, and all present voted aye.

Mr. Engel told the Board that it was time to elect a chair and vice chair for the upcoming 2014 calendar year. He alerted the Board that Mr. Fagan's term expires in April 2014. Mr. Engel also told the Board that there is nothing in the By-Laws that require a chair or vice chair to serve only one term or that the vice chair has to succeed the chair. Ms. Boyd mentioned that because she does occasionally have conflicts of interests, she does not feel comfortable being nominated as chair. Ms. Boyd nominated Mr. Young to continue as chair and Mr. Fagan nominated Ms. Boyd to continue as vice chair. Mr. Young called for a motion to approve the nominations for 2014. Mr. Fagan moved, seconded by Mr. Dunstan, and all present voted aye.

Mr. Engel updated the Board on the Skilled Trades Summit, which occurred today. He said that there was a decent turnout considering the weather. Also, he mentioned to the Board that Mr. Felts had volunteered to be the CEDA representative on the Workforce Advisory Council. Mr. Engel alerted the Board of a matter that may be presented at the January meeting. He said that CityWalk is interested in working with CEDA on an agreement similar to the reimbursement agreements used with Hillsdale Drive in order to complete the project on Water Street. Mr. Engel also reminded the Board to be aware that they will be receiving the Financial Disclosure Form from Paige Rice, Clerk of Council.

There being no further business, Mr. Young called for a motion to adjourn the meeting. Mr. Felts moved, seconded by Mr. Dunstan, and all present voted aye. The meeting was adjourned at 5:01p.m.

  
Chris Engel, Secretary

12/11/13  
Date

2-11-14  
Date Approved by CEDA