



**Charlottesville Economic Development Authority (CEDA)  
Meeting Minutes – October 11, 2023**

**Members Present**

Addison Barnhardt  
Denise Herndon  
Jonathan Chasen  
Steven Johnson  
Jay O'Donnell  
James Cauthen

**Staff Present**

Chris Engel  
Trish Carpenter

A meeting of the Charlottesville Economic Development Authority occurred on Tuesday, October 10th, 2023, at CitySpace. The Vice-Chair, Mr. Barnhardt called the meeting to order at 4:04 PM.

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

The Vice-Chair asked the board if there were any comments or questions regarding the September 12, 2023, meeting minutes and the Treasurer report for August 2023. No questions or comments noted, Mr. Barnhardt asked for a motion to approve, motion moved by Mr. Chasen, second by Mr. Johnson, all present in favor. Motion passed.

The new business item to address is the lease extension at 112. W. Main St., York Place. Mr. Engel briefed the Board on the history of the lease that was entered into at the beginning of November 2022. The lease is being paid with ARPA funds that were awarded to the City and the EDA is the Lessor. The landlord is willing to continue the lease, with a three month continuance with no changes to the terms. The landlord would like to upfit the restrooms to make it easier to clean and is working on getting quotes. Mr. Engel shared the results of his research on how other cities address public restrooms in a similar setting. Questions were asked by various Board members and answered by Mr. Engel. With no more questions from the Board, the Vice-Chair asked for a vote on approving the lease extension; motion moved by Mr. Chasen, second by Mr. O'Donnell, all present in favor. Motion passed.

Several project updates were presented to the Board. First, Mr. Barnhardt updated the Board that the signing of the required documents for the St. Anne's Belfield bond issuance has been completed. Mr. Engel thanked the Vice Chair for being available for signing the documents.

Next, Mr. Engel informed the Board that the City has completed a Strategic Plan which is a broader scope and was facilitated by a different consulting firm. City Council adopted the strategic plan and the consultants will help implement the plan. One element of the

plan is Economic prosperity which our strategic plan fits into. There are also some other categories that have overlap. The 3-5 year plan will be shared with the Board.

At the next CEDA Board meeting in November there will be a FOIA training session with a representative from the City Attorney's office. This will count towards everyone's two year credit. In the December Board meeting there will be a presentation to review the 2023 audit results and also the elections for CY2024.

The last item is for any board member who has not completed the VIDA training, the upcoming classes will be December 11 & 12 and is virtual. Trish will sign up the interested parties.

There being no further business, Mr. Barnhardt asked for a motion to adjourn the meeting. Mr. Chasen made the motion to adjourn the meeting, Mr. O'Donnell second the motion, all present voted in favor, meeting adjourned at 4:42 PM.



Chris Engel, Secretary

Date Approved by CEDA