



**Charlottesville Economic Development Authority (CEDA)
Meeting Minutes – January 13, 2026**

Members Present

Quinton Harrell
Addison Barnhardt
Denise Herndon
James Cauthen
Gareth Gaston
Steven Johnson

Staff Present

Chris Engel
Matt Johnson
Trish Carpenter

Not Present

Jay O'Donnell

Guests

Eric Angell
Vaden Hunt

A meeting of the Charlottesville Economic Development Authority occurred on Tuesday, January 13th, 2026, at CitySpace. The Chair, Mr. Barnhardt, called the meeting to order at 4:01 PM.

Mr. Barnhardt, the Chair, asked if there was any public comment; no public comments noted.

Mr. Barnhardt asked the board if there were any comments or questions regarding the September 9, and October 14, 2025, meeting minutes or the financial reports for August, September and October 2025. There being no comments or questions, the Chair asked for a motion to approve the Consent Agenda, motion moved by Mr. Johnson, second by Ms. Herndon, all in favor. Motion passed.

Mr. Engel introduced Eric Angell from the audit firm Robinson, Farmer, Cox Associates, PLLC to present the results of the FY2025 Annual Audit. A hardcopy of the audit was presented to the Board for their review. Mr. Angell gave a clean opinion on the overall audit and stated that the authority is run well. All documents were provided for his review and met the standards as contained in Government Auditing Standards issued by the Comptroller General. There being no questions from the Board, Mr. Barnhardt asked for a motion to accept the FY2025 Annual Audit report; motioned by Mr. Cauthen, second by Mr. Harrell, all in favor. Motion passed.

Mr. Engel provided an overview of the FY25 Annual Report to the Board, a practice that has been performed for the past 10 years. The report includes the general history of EDA and highlights activities for the recent fiscal year ending on June 30, 2025. After a brief discussion about the report, the Chair asked for a motion to accept the FY25 Annual Report, Mr. Johnson so moved, Mr. Cauthen second the motion, all in favor. Motion passed.

Nominations and election of the Chair and Vice-Chair for CY2026 was next on the agenda. After some discussion, Mr. Barnhardt will continue as the Chair, and Mr. O'Donnell will continue as the Vice-Chair. Mr. Harrell moved to accept the nominations, Mr. Johnson second the motion, all in favor. Motion passed.

Next item on the agenda was to review the revised Charlottesville Affordable Bridge Loan (CABL) funds documents and process. Mr. Engel provided a brief overview of the process that began in August. Some items discussed in previous Board meetings were revised and a draft promissory note and deed of trust were developed by an outside attorney. After the Board members reviewed and discussed the process including the changes, Mr. Barnhardt asked for a motion to approve the CABL Fund documents and process, Mr. Johnson so moved, Mr. Gason second the motion, all in favor. Motion passed.

A FOIA training presentation was presented to the Board by Chief Deputy City Attorney Vaden Hunt for the City of Charlottesville.

Mr. Engel informed the Board that the annual Statement of Economic Interest is due from all Board members by February 2nd, 5 PM and should be returned directly to the Clerk of Council.

In other business, Mr. Johnson requested to discuss at a future meeting with the County's EDA working together to promote employment from the local area for the incoming pharmaceutical companies. Mr. Johnson also inquired about the City's newly announced Economic Mobility Officer and what her role is within the City.

Mr. Engel informed the Board that the final results of the BioBridge study - a regional study exploring workforce training opportunities will be completed this spring and that it may be possible to have a joint presentation with the County EDA on the findings at a future meeting.

There being no further business, Mr. Barnhardt asked for a motion to adjourn the meeting, so moved by Mr. Johnson, second by Mr. Cauthen, all present in favor. The Chair adjourned the meeting at 5:29 PM.

A handwritten signature in black ink, appearing to read 'C. Engel', written over a horizontal line.

Chris Engel, Secretary

Date Approved by CEDA