A meeting of the Economic Development Authority was held on March 8, 2016, at 4:00 p.m., in Meeting Room #235 of the Albemarle County Office Building, 401 McIntire Road, Charlottesville, Virginia.

**MEMBERS PRESENT**: Mr. James Atkinson, Ms. Lettie Bien, Mr. W. Rod Gentry, Mr. Vernon Jones, Mr. Donald Long, and Mr. David Shreve

**STAFF PRESENT:** Ms. Faith McClintic, Economic Development Director; Mr. Jim Bowling, EDA Bond Counsel

**GUESTS:** John Martin (Albemarle County resident, Whitehall District); Eddie Gupton (Rockydale Quarries)

**Establish Quorum and Call to Order.**

Having established a quorum, Mr. Gentry called the meeting to order at 4:03 p.m.

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**Approval of Minutes:** February 9, 2016

Ms. Bien motioned to approve the minutes as drafted; Mr. Shreve seconded the motion and on voice call vote, the motion passed.

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**Old Business**

1. **Recap and review of Joint Meeting with Board of Supervisors**

The Authority discussed outcomes and dialogue with the Board of Supervisors (BOS) from the joint meeting on February 25th. Most members thought the conversation was beneficial and well-received, with Mr. Shreve noting the particular interest in the Site Inventory. Authority members also recapped the discussion about business life cycles and how that topic seemed to resonate with BOS members. Mr. Gentry shared a recent conversation with Tim Hulbert and the need for public education, with Ms. McClintic explaining the joint efforts to provide this education in concert with the Central Virginia Partnership for Economic Development (CVPED). Mr. Shreve mentioned prior, negative perceptions of EDA/IDA’s and the lingering effects of those conversations. Mr. Atkinson suggested using some kind of “case study,” or representative examples, to demonstrate the comparative values of new industrial, commercial, and retail companies in the County.

The recap discussion was followed by a dialogue about taxation – what’s regressive, progressive – and who is carrying the burden in Albemarle and elsewhere. In summary, the Authority’s general feeling was that the Board of Supervisors is eager for and amenable to help from the EDA. The Authority is also hoping the requisite amendments to the EDA’s governing ordinance can move forward in April; however, Ms. McClintic advised that coordination with the County Executive and County Attorney’s Office will be needed to enlist their assistance with the amendment process and to, also, determine the appropriate timing to advance the item given the Board’s busy agendas during the County’s budget season. Authority members are also hoping for a second joint meeting with the BOS in late spring.

1. **EDA financial update & development of FY17 budget**

In light of Mr. Oliver’s absence from the meeting, review of the EDA’s current financial status was postponed; however, Ms. McClintic advised of the recent meeting with Lisa Breeden (County Finance) to help Mr. Oliver in understanding several prior transactions, and the additional research that Ms. Breeden will need to undertake. Preliminary discussion of the EDA’s FY17 budget was initiated with Mr. Gentry asking Ms. McClintic if there is anything in particular the EDA should consider funding. Ms. McClintic suggested the CVPED membership, although not all of the Authority members are familiar with the organization. As such, Mr. Gentry suggested Helen Cauthen come to a future meeting and provide an overview of the CVPED organization.

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**New Business**

1. **Update on Solutions 29 Matching Grants program & approval of award recipients**

Ms. McClintic provided an update on the grant award process, including the County Attorney’s recommendation for a Memorandum of Understanding (MOU) to be executed by each grant recipient, acknowledging the award being provided via direct payment by the County to media providers. To ensure any future EDA-related actions can occur in a timely manner, Mr. Atkinson motioned to authorize Mr. Gentry to act as on behalf of the EDA and Mr. Jones seconded the motion; the motion was approved by all members in attendance. Ms. Bien also suggested the County issue a press release noting the grant recipients, the EDA’s involvement in the Solutions 29 program, and the County’s efforts to assist the impacted businesses.

**Other Matters.**

None

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**Adjourn.**

With no further business to come before the Authority, the meeting was adjourned at 5:49pm.

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Assistant Secretary-Treasurer

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Date Approved