A meeting of the Economic Development Authority was held on September 13, 2016, at 4:00 p.m., in Meeting Room #235 of the Albemarle County Office Building, 401 McIntire Road, Charlottesville, Virginia.

**DIRECTORS PRESENT**: Mr. James Atkinson, Ms. Lettie Bien, Mr. Rod Gentry, Mr. Donald Long, Mr. David Shreve, and Mr. Elton Oliver

**STAFF PRESENT:** Mr. John Blair II, Deputy County Attorney; Ms. Beth Pizzichemi, Economic Development Project Information Coordinator

**GUESTS:** Mr. John Martin, Albemarle County resident, Whitehall District; Mr. James Bowling, EDA Counsel; Mr. Stephen Davis, Community Investment Collaborative

**Establish Quorum and Call to Order.**

Having established a quorum, Mr. Gentry, Chair called the meeting to order at 4:02 p.m.

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**Approval of Minutes:** September 13, 2016

Ms. Bien recommended an edit to the minutes as drafted, citing necessary capitalization of “Habitat” in “Habitat for Humanity”. Mr. Atkinson motioned to approve the minutes as corrected; Mr. Oliver seconded the motion and on voice call vote, the motion passed.

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**Old Business**

1. **Update Memorandum of Understanding between BOS and EDA**

Directors discussed the committee meeting that was held to finalize edits to the MOU document before it was to be presented to the Board for approval by vote. Mr. Gentry informed the Directors that after the committee meeting, changes were made to the document at Supervisors’ request and the vote on the matter was ultimately stricken from the Board’s Agenda at their next meeting. They noted that a follow-up meeting was to occur, and would require notice be given for an additional public hearing.

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**New Business**

1. **Presentation: Community Investment Collaborative**

Mr. Stephen Davis updated the Directors on the programs and services provided to local business owners by the Community Investment Collaborative, and presented data on how the businesses and larger community are directly benefitted by the efforts of the Collaborative. The Directors discussed possible gaps in the services provided by the Community Investment Collaborative and other regional organizations and how the Authority might be able to provide assistance to the program moving forward. Mr. Blair noted that the efforts of the Community Investment Collaborative are specifically supported by the County’s Comprehensive Plan. In discussing possibly continuing support for the Collaborative and similar organizations in the Authority’s future, Directors requested more information as to whether other organizations were similarly referenced in the Comprehensive Plan. The Directors agreed to vote on whether or not to provide funding support to the Community Investment Collaborative at their November 15, 2016 meeting.

**Other Matters.**

None

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**Adjourn**

At 5:52pm, and with no further business to come before the Authority, the EDA adjourned.

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Assistant Secretary-Treasurer

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Date Approved