

**Economic Development Authority
Of the City of Winchester
Board of Directors Meeting**

AGENDA
Tuesday, January 17, 2017
8:00 a.m.

- I. Call to Order and Determination of Quorum
- II. Review and Approval of Minutes for the December 6, 2016 Meeting
- III. Financial Reports ending November 30, 2016 and December 31, 2016
- IV. Acting Executive Director Report:
 - a. Available financial assets
 - b. FY 2015 audit status
- V. Election of Treasurer and Finance Committee
- VI. Small Business Development Center quarterly update
- VII. Closed meeting pursuant to Section 2.2-3711(C)(A)(3) of the Code of Virginia (1950, as amended) for the discussion and consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority.
- VIII. New Business
- IX. Old or Other Business
- X. Adjournment

The next regular meeting is scheduled for February 21st at 8:00 a.m. in the Elizabeth A. Minor Council Chambers, City Hall.

Economic Development Authority of the City of Winchester, Virginia

Special Meeting Minutes

DATE: December 6, 2016

TIME: 8:00 a.m.

LOCATION: George's Food & Spirits - 103 East Piccadilly Street, Winchester, Virginia 22601

MEMBERS:	<u>Present</u>	<u>Absent</u>
Ronald Mislowsky	<u> X </u>	<u> </u>
William Buettin	<u> X </u>	<u> </u>
Douglas R. Toan	<u> X </u>	<u> </u>
Lauri M. Bridgeforth	<u> X </u>	<u> </u>
Jeffrey B. Buettner	<u> </u>	<u> X </u>
Frederick White	<u> </u>	<u> X </u>
Carol Koenecke-Grant	<u> X </u>	<u> </u>

ALSO ATTENDING: Michael L. Bryan, Counsel, Tyler Schenck, Acting Executive Director Shirley Dodson, Economic Development Assistant, Eden Freeman, City Manager and J. P. Carr, Former Director

PRESIDING: Ronald Mislowsky, Chairman

SUBJECT: **Call to Order and Determination of Quorum**

HIGHLIGHTS: Chairman Mislowsky called the meeting to order at 8:00 a.m., at which time it was determined that a quorum was present.

SUBJECT: **Review and Approval of Minutes of November 15, 2016**

HIGHLIGHTS: The Minutes of the Authority meetings held on November 15, 2016 were submitted for consideration by the Authority and were unanimously approved upon motion duly made by Mr. Toan, seconded by Mrs. Bridgeforth.

SUBJECT: **New Business/Recognition of Appreciation for Former EDA Director**

HIGHLIGHTS: Acting Executive Director noted the valuable service and contributions rendered by J. P. Carr as a Director of the Authority for eight (8) years. The Directors thanked Mr. Carr for his years of service.

SUBJECT: Proposed Revisions to Enterprise Zone Incentives

HIGHLIGHTS: Shirley Dodson, Economic Development Assistant presented the proposed revisions to the City Enterprise Zone Incentives, which were reviewed with the Directors. Shirley Dodson has scheduled a conference with the Virginia Department of Housing and Community Development to discuss these changes. Provided that the Virginia Department of Housing and Community Development approves the proposed revisions, upon motion duly made by Mrs. Bridgeforth, seconded by Mrs. Koenecke-Grant, it was unanimously RESOLVED by the Authority to forward the revised Enterprise Zone Incentives to Common Council with a recommendation from the Authority of approval. In the event that the Virginia Department of Housing and Community Development requires revisions to the Enterprise Zone Incentives, this matter will again be brought before the Authority for its consideration at a future meeting. A copy of the revised Enterprise Zone Incentives is attached to and made a part of these minutes.

SUBJECT: Closed Meeting

HIGHLIGHTS: Upon Motion duly made by Mrs. Bridgeforth, seconded by Mr. Toan, the Authority unanimously RESOLVED to go into a closed meeting pursuant to Section 2.2-3711(C)(A)(3) for the discussion and consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority.

SUBJECT: Return to Open Meeting

HIGHLIGHTS: At the conclusion of the closed meeting concerning the discussion and consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority, the following Resolution was unanimously adopted upon roll call vote as set forth below:

WHEREAS, the Economic Development Authority of the City of Winchester, Virginia has concluded its “closed meeting” at a meeting held on December 6, 2016, and desires return to an “open meeting”; and

WHEREAS, the adoption of this Resolution is intended to serve as the “Certificate” described in Section 2.2-3712(D) of the Code of Virginia (1950, as amended).

NOW THEREFORE, BE IT RESOLVED that the Economic Development Authority of the City of Winchester, Virginia does hereby reconvene in an "open meeting" at its meeting held on December 6, 2016; and

BE IT FURTHER RESOLVED that each and every Member of said Authority who votes in the affirmative for this Resolution does thereby certify to the best of each Member's knowledge that only public business matters lawfully exempted from open meeting requirements of the Virginia Freedom of Information Act were heard, discussed or considered during the closed meeting, and that only such public business matters as were identified in the Motion which convened the closed meeting were heard, discussed or considered during the course of said closed meeting by the Authority:

<u>Roll Call</u>	<u>Vote</u>
Ronald Mislowsky	Aye
William Buettin	Aye
Douglas R. Toan	Aye
Lauri M. Bridgeforth	Aye
Carol Koenecke-Grant	Aye

SUBJECT: Next Meeting

HIGHLIGHTS: The next meeting of the Authority is scheduled for January 17, 2017 at 8:00 a.m. and shall be held in Common Council Chambers.

ADJOURNMENT: There being nothing further, the meeting was adjourned.

Respectfully submitted by:

Michael L. Bryan, Secretary

MLB/pmn

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