

Economic Development Authority of the City of Winchester, Virginia

Meeting Minutes

DATE: August 15, 2017
TIME: 8:00 a.m.
LOCATION: Elizabeth A. Minor Council Chambers, City Hall

MEMBERS:	<u>Present</u>	<u>Absent</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> X </u>	<u> </u>
Frederick White	<u> </u>	<u> X </u>
Carol Koenecke-Grant	<u> X </u>	<u> </u>
Tim Painter	<u> X </u>	<u> </u>

ALSO ATTENDING: Michael L. Bryan, Counsel, Shawn Hershberger, Executive Director, Shirley Dodson, Business and Workforce Development Coordinator, Amy Simmons, Information Services Officer and Eden Freeman, City Manager.

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

HIGHLIGHTS: Chairman Buettin 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 Meeting Minutes of July 18, 2017 and August 3, 2017**

HIGHLIGHTS: The Minutes of the Meetings held by the Authority on July 18, 2017 and August 3, 2017 were submitted for consideration by the Authority and were unanimously approved upon motion duly made by Mr. Buettner, seconded by Mr. Painter.

SUBJECT: **Review and Approval of Financial Report for the Period Ended July 31, 2017**

HIGHLIGHTS: Total Assets as of July 31, 2017 was \$3,321,879.84. Upon motion by Mr. Toan, seconded by Mrs. Bridgeforth, the Financial Report for the period ended July 31, 2017 were unanimously approved. A copy of the Financial Report is attached to these minutes and made a part hereof.

SUBJECT: Executive Director's Report

HIGHLIGHTS: Economic Development Strategic Plan Update. The Executive Director reported that four proposals have been timely submitted in response to the previously issued Request for Proposals. These proposals are being reviewed by the Development Services Team. It is anticipated that a recommendation may be submitted for consideration by the Authority at the September meeting.

SUBJECT: Closed Meeting

Toan

HIGHLIGHTS: Upon Motion duly made by Mrs. Bridgeforth, seconded by Mr. White, 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 August 15, 2017, 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 August 15, 2017; 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>
William Buettin	Aye
Douglas R. Toan	Aye
Lauri M. Bridgeforth	Aye
Jeffrey B. Buettner	Aye
Carol Koenecke-Grant	Aye
Tim Painter	Aye

SUBJECT: New Business

HIGHLIGHTS: It was unanimously Resolved that the City Public Information Officer will act as the point of contact for information about the Authority and its activities.

SUBJECT: Authority Bylaws

HIGHLIGHTS: After an extension discussion, amendments to the Bylaws were approved upon a majority vote of the Authority. A copy of the amended Bylaws are attached to hereto and made a part of these minutes.

SUBJECT: Next Meeting

HIGHLIGHTS: The next regular monthly meeting of the Authority is scheduled for September 19, 2017 at 8:00 a.m. and shall be held in Elizabeth A. Minor Council Chambers.

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

Respectfully submitted by:

Michael L. Bryan, Secretary

MLB/pmn

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