

**Economic Development Authority of Fluvanna County  
February 12, 2024**

**Attendance:**

Joshua Bower (p)  
Brittany Grey (p)  
Jeffrey Potter (p)

Valerie Palamountain (p)  
Rudy Garcia (p)

Ben Hudson (p)  
Raghvendra Singh (p)

County Staff:  
Jennifer Schmack (p)

**P - Present    A - Absent**

**I. Meeting was called to order at 5:00 pm.**

Motion was made by Bower, seconded by Grey to approve Potter to attend virtually from Kents Store.

**II. Approval of Consent Agenda**

Motion to approve the Consent Agenda made by Singh. Seconded by Bower. Unanimously approved. Since opening an investment account, interest and dividends have paid \$883.00

**III. Reports**

A. Schmack gave the County report:

1. Summary of Economic Development Activity for 2023:

- Existing Business Visits Conducted: 110
- Partner Agencies/Networking Events/Conferences Attended: 182
- Other Activities: 253
- Prospects/ Real Estate Inquiries: 33
- Commercial Kitchen inquiries: 14

Kitchen floor was patched and needs to be replaced, which has affected rentals. Equipment must also be purchase, such as pots, pans and a commercial mixer. Bower recommended possible equipment manufacturers and distributors. A commercial kitchen in Charlottesville has grants available for small businesses. Schmack will look into this possibility. Commercial kitchen has its own budget line. Hudson inquired about purchasing a food truck to be rented. Schmack and Potter said that the liability would be prohibitive. Garcia asked if the kitchen could be approved as kosher or halal, or gluten-free. Schmack felt that it would not be feasible, since it is a community kitchen that serves a variety of businesses.

- Small Business Referrals: 29

2. Chamber of Commerce SBDC will be here on January 16 from 1:00-4:30.
3. Chamber breakfast will be at Wahoo Barbecue on January 23 at 8:00 am.
4. Singh attended the SBDC Business Education session, hosted by Fluvanna Economic Development Office and Women in Business. The next session is February 20 at 11:30 at the Ashlawn Clubhouse at Lake Monticello.
5. The Quad County summit will be held in June. Location to be determined.

B. Chair's Report:

1. Budget will be developed for approval at the April meeting. Garcia would like to include another pitch night. The EDA could request the Board of Supervisors to use the micro business funds for the awards. There was a discussion about including scholarship funds for the CIC class in the budget.

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2. Chair reminded everyone to complete the required training and Statement of Economic Interest.
3. Potter and Grey attended the VEDP training. Grey recommended that the training be organized according to the size of the county.
4. Hudson questioned if the EDA was paid for SOCA and Montessori for 2022-23, which was not recorded. Schmack will investigate.

**IV. New Business**

No new business

**V. Public Comments**

No public comments.

**VI. Adjournment**

Motion made by Garcia. Seconded by Bower. Approved unanimously. The meeting adjourned at 5:36 pm. The next meeting is February 12, 2024.

Respectfully submitted,

**Valerie Palamountain**

Valerie Palamountain, Secretary