

Minutes
City of Radford
Economic Development Authority
Regular Meeting September 19, 2019 / 12p.m
City Administrative Building / Council Chambers

Members Present: Dr. Flo Graham, Mr. Abram Williams, Mr. Steve Harvey, Mr. Jeff Cumberland,
Dr. Bruce Chase

Staff & Visitors: Ms. Kim Repass, Ms. Melissa Skelton, Mr. Basil Edwards,
Ms. Gail Cook DeVilbiss, Mr. Mike Graff, Mr. Jessie Bausch

Dr. Graham called the meeting to order at 12:05 p.m. A quorum was established.

- **New Business**

- 1.) Mr. Mike Graff and Mr. Jessie Bausch were in attendance to discuss the revised version of the bond resolutions for Fairfax Village and Cambridge.

Motion: Dr. Bruce Chase moved that the EDA approve and accept the bond resolutions for Fairfax Village and Cambridge. Mr. Abram Williams seconded the motion.

Action: The motion carried.

- 1) **Approval of the Minutes of August 16, 2019**

- i) Motion: Dr. Bruce Chase moved that the EDA approve the minutes from August 16, 2019. Mr. Steve Harvey seconded the motion.

- ii.) Action: The motion carried.

- 2) **Review of August 2019 Financials**

- Dr. Chase reviewed the financials and reported no irregularities. Discussion continued that the \$20,000 from the city has not been received.

Motion: Dr. Chase moved that the EDA make a formal request to the City for the remaining \$20,000. Mr. Steve Harvey seconded that motion.

Action: The motion carried.

- **New Business**

None

- **Old Business**

- i) Ms. Gail Cook DeVilbiss added that the closing of the Triangle property had taken place earlier in the week. Demolition is scheduled for September 25. Mr. Basil Edwards stated he had spoken to Jonathan Stewart and had verified that his personal property would be removed prior to demolition.

- **Project & Other Updates**

- *POP Program Applications*

- i) Stephanie Rogol – Sharkeys (Painting and Repair Plywood and Trim)
Estimate = \$8,500
- ii) Keith Weltens – Radford Chamber of Commerce (Painting, Signage/Awning, Repair; Prep/Caulk, piece of rot)
Estimate = \$3,650

Motion: Mr. Jeff Cumberland moved to approve Sharkey’s reimbursement in the amount of \$2,000 and to pre-approve Keith Weltens application. Reimbursement will occur once Mr. Weltens has submitted a final proof of payment. Mr. Cumberland requested that we amend the POP Application to state that the applicant has 6 months to produce proof of payment after first submitting their application. Mr. Abram Williams seconded the motion to approve Sharkey’s reimbursement, pre-approve Keith Weltens application and to amend the application.

Action: The motion carried.

- *Project Canary*

Mr. Edwards provided the update that the prospect is going to submit a new / more confirmed employment/ investment parameter worksheet and possibly move forward with incentive conversations.

- **Board Comments**

- i) Dr. Flo Graham discussed the future of the Triangle property. A design was provided for approval and discussion in moving forward with obtaining quotes for picnic tables, sunshades, landscaping, planters, etc.
- ii) Meeting times and dates for future EDA meetings were discussed. The decision was made to keep the dates the same (first and third Thursdays) and the time will be 12:00 p.m. at City Council Chambers. Dr. Graham and Ms. Repass will

meet prior to the regularly scheduled meeting on the first Thursday of the month and decide if there is a need to continue on with the meeting. If there isn't any new business, Dr. Graham may decide to cancel that upcoming meeting. A decision was made to meet the third Thursday of the month so that financials can be provided and discussed.

- iii) A discussion was made regarding EDA members missing meetings and what can be done in moving forward.

Meeting Adjourn

Being no further business the meeting was adjourned at 1:30 p.m.

Kim Repass
Director, Economic Development