

**Minutes**  
**City of Radford**  
**Economic Development Authority**  
**Regular Meeting November 21, 2019 / 12p.m**  
**City Administrative Building / Council Chambers**

**Members Present:** Mr. Steve Harvey, Mr. Abram Williams, Mr. Jeff Cumberland, Mr. Richie Davis, Mr. Paul Pallante, Dr. Bruce Chase

**Staff & Visitors:** Ms. Kim Repass, Mr. Basil Edwards

Mr. Steve Harvey called the meeting to order at 12:15 p.m. A quorum was established.

**1) Approval of the Minutes of November 7, 2019**

- i) Motion: Mr. Richie Davis moved that the EDA approve the minutes from November 7, 2019. Mr. Abram Williams seconded the motion.
- ii.) Action: The motion carried.

**2) Review of October 2019 Financials**

- Dr. Chase reviewed the financials and reported no irregularities.

**3) Old Business**

- A brief discussion continued regarding Project Canary before entering into closed session.

1) Closed Session

- Mr. Richie Davis made a motion, seconded by Mr. Paul Pallante to convene a closed meeting for purpose of discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community, under Virginia Code Section 2.2-3711(A)(5).

No action was taken in the closed meeting.

Mr. Steve Harvey made a motion to adjourn the closed meeting. Mr. Jeff Cumberland seconded the motion.

Mr. Harvey made a motion to re-convene the regular meeting. Mr. Abram Williams seconded the motion.

**Certification of the Closed Meeting:**

Mr. Harvey made a motion that the EDA did not discuss anything in the closed meeting other than the item for which was convened. Mr. Paul Pallante seconded the motion.

Motion: Mr. Jeff Cumberland moved that the EDA approve to incentivize Project Canary with a total payout (and capping out) of \$61,600 over 5 years based on \$800 per job paid annually with proof of employment but not to exceed 25 employees. Adapting the Enterprise Zone Incentive Program qualifications for the state. Mr. Paul Pallante seconded the motion.

Action: The action carried.

- **Director's Report**

- 1) The director updated the board on discussions with the current owners of High Meadows and what actions are underway for future development.
- 2) Director discussed the City rebranding logo and messaging should be finalized by the end of the year. This new rebranding and messaging rollout will be vital in creating marketing pieces to attract new businesses to the city.

- **Project & Other Updates**

- *POP Program Applications*

- i. **Katie Mills** – Computer Tyme (Signage & Awning)  
Estimate = \$2,400

- Awaiting after pics
- Awaiting proof of payment

Director discussed the current status of the business. No reimbursement will be given at this time.

- ii. **William King** – New River Fitness (Resealing parking lot)  
Estimate = \$4,900

Motion: Dr. Bruce Chase moved that the EDA approve the reimbursement of \$2,000 to New River Fitness for resealing the parking lot. Mr. Richie Davis seconded the motion.

Action: The motion carried.

- **Board Comments**

- i) Mr. Richie Davis discussed options to the Board regarding an inquiry of some EDA property.

## Meeting Adjourn

Being no further business the meeting was adjourned at 1:40 p.m.