



# CITY OF FALLS CHURCH

## ECONOMIC DEVELOPMENT AUTHORITY BUSINESS SUPPLY FUND COMMITTEE MEETING MINUTES

Virtual Meeting – <https://meet.lync.com/fallschurch-fallschurchva/ngoodwin/1QJ671Y5?sl=1>

Thursday, July 23, 2020 3:00 PM

**NOTICE:** The meeting for which this agenda has been posted will be held pursuant to and in compliance with the Virginia Freedom of Information Act, Section 2.2-3708.2 and state and local legislation adopted to allow for continued government operation during the COVID-19 declared emergency.

All participating members of the EDA's Business Supply Fund Committee were present at this meeting through electronic means. All members of the public may view this meeting on the City's website at <https://www.fallschurchva.gov>.

### **CALL TO ORDER at 3:00 PM AND READING OF VIRTUAL MEETING AND PUBLIC COMMENT NOTICE**

1.

#### **Roll Call:**

**EDA Business Supply Fund Committee Members Present:** Chair Erik Pelton, Erin Messner, Jim Coyle.

**City Staff Present:** Joe Carter, Naomi Goodwin, Val Weiner. Letty Hardi, Becky Witsman.

- Naomi Goodwin noted this is an emergency meeting in accordance with the Governor's meeting restrictions, convened only to discuss the EDA Business Supply Fund program.
- Naomi Goodwin then advised that no public comments had yet been received regarding this meeting.
- Committee Chair Erik Pelton opened the meeting - Carried forward from June 15, 2020 meeting members who believe they have conflicts of interest were invited to state the conflict and their ability to still participate in a fair and unbiased manner. – Chair Erin Messner noted her conflict as a small business owner. Erik Pelton noted his conflict as his involvement in small businesses in the city. Both pledged their ability to act fairly and in an unbiased manner on the matter of the business supply fund program.



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## 2. APPROVAL OF JULY 16, 2020 COMMITTEE MEETING MINUTES

Erik Pelton moved to approve the minutes. Jim Coyle seconded the motion, which was approved unanimously.

## 3. Discussion of use of EDA funds and resources to assist local businesses with recovery from damages suffered during the COVID-19 pandemic declared emergency.

Public Hand Sanitizer Stations – Update provided by staff. Approximately 1 ½ gallons of sanitizer used so far and positive feedback received at the three trial hand sanitizer stations have been installed (in front of Mr. Brown’s Park, Irelands Four Provinces and Zoya’s). Discussion ensued regarding desire for and financing of more of the stations.

Motion: Jim Coyle presented a motion to approve the purchase of 15 more Public Hand Sanitizer Stations (up to a value of \$15,000) and the supplies that go with them. The motion was seconded by Erin Messner.

- Unanimous approval by the Committee.

Pole Banners / Flags – Update provided by staff. Purchase is contingent on availability of finance.

Commercial Use of Parks – Staff provided an update on the Temporary Outdoor Commercial Activity Permits: newly available to City based businesses and non-profits to permit use of select parts of City parks (including Mr. Brown’s Park); currently until the end of September 2020. Staff to work with OCOMS to promote this.

Sandwich Board Signs – Quotes received for printing. Production is pending finance.

‘Reopened Responsibly’ Posters – Sent to printer. Delivery expected in 1 or 2 days.

## 4. OTHER BUSINESS

The need to consider a longer term strategy was flagged for future consideration.

## 5. ADJOURNMENT at 3:48 PM

Next meeting will be held on Thursday, 6 August, 2020, 3:00 P.M. – 4:30 P.M..