



CITY OF FALLS CHURCH

ECONOMIC DEVELOPMENT AUTHORITY BUSINESS SUPPLY FUND COMMITTEE MEETING MINUTES DRAFT

Virtual Meeting – <https://meet.lync.com/fallschurch-fallschurchva/ngoodwin/9339WT0M?sl=1>

Thursday, August 6, 2020 3:01 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 3:01 PM AND READING OF VIRTUAL MEETING AND PUBLIC COMMENT NOTICE

1. Roll Call:

EDA Business Supply Fund Committee Members Present: Chair Erin Messner, Jim Coyle, Erik Pelton (joined later)

City Staff Present: Joe Carter, Naomi Goodwin, Val Weiner. 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 Erin Messner 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. JULY 23, 2020 COMMITTEE MEETING MINUTES

Approval of the July 23, 2020 Committee meeting minutes was deferred to the next meeting.

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.

Becky Witsman advised that the internal financial issues for processing payments for the Committee's purchases has been resolved.

Pole Banners / Flags – Purchased and currently being installed.

Sandwich Board Signs – Ordered.

'Reopened Responsibly' Posters – Update provided by staff regarding distribution of newly printed posters.

Public Hand Sanitizer Stations – Update provided by staff. Public Works staff have advised that they can install and maintain seven more stations currently, so purchases will be capped at this amount for now. Potential installation locations were discussed based on the map available at this link:

<https://www.google.com/maps/d/edit?mid=1ezW9eSE2OQRBJnXSCLn5X62IliXYeWhh&usp=sharing>. The list will be provided to Public Works to select installation locations from (with the exception of the Broaddale location, which will not be used at this time). A 'Clean Little City' branded design for a sign to replace the existing signs on top of the stations has been requested from the Office of Communications.

4. OTHER BUSINESS

Sally Cole (Falls Church Chamber of Commerce) was invited to provide an update on the current needs of local businesses. Arising from this discussion staff will provide an update regarding sanitizer use at the various hand sanitizer station locations.

Public Safety staff provided an update on enforcement of the Governors Executive Orders regarding COVID-19.

5. ADJOURNMENT at 3:50 PM

Next meeting will be held on Thursday, 20 August, 2020, 3:00 P.M. – 4:30 P.M..