

FREDERICKSBURG
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DEVELOPMENT
AUTHORITY

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ECONOMIC DEVELOPMENT AUTHORITY MINUTES (EDA)

June 8, 2020

8:30 a.m. • EDA Regular E-Meeting
City Hall, City Council Chambers
715 Princess Anne St.
Fredericksburg, VA

The Economic Development Authority of the City of Fredericksburg, Virginia met in regular session on Monday, June 8, 2020 beginning at 8:30 a.m. in City Council Chambers at City Hall.

Chair Black read the following statement, this meeting is being held electronically by telephone, pursuant to City Council Ordinance 20-05, an Ordinance to Address Continuity of City Government during the pendency of a Pandemic Disaster.

EDA MEMBERS PRESENT. Beth Black Chair, presiding. Will Mackintosh, Lee Murray, Suzy Stone, Mitzi Brown and Chris Waller.

ABSENT. Bill Beck.

ALSO PRESENT. EDA Counsel: Blanton Massey; Department of Economic Development and Tourism: Bill Freehling, Director; Angela Freeman, Business Development Manager; Amy Peregoy, Economic Development Specialist.

DETERMINATION OF QUORUM. Mitzi Brown.

AGENDA.

MOTION by Suzy Stone, seconded by Will Mackintosh, the agenda was approved by roll-call vote: Ayes (6); Nays (0); Absent from Meeting (1).

PUBLIC COMMENTS. Chair Black asked Ms. Peregoy if there were any public comments submitted prior to today's meeting via the instructions on the published agenda. Ms. Peregoy stated, no public comments were received.

APPROVAL OF MINUTES.

MOTION by Will Mackintosh, seconded by Chris Waller the minutes from the May 11, 2020 regular meeting and May 20, 2020 special meeting were approved: Ayes (6); Nays (0); Absent from Meeting (1).

TREASURER'S REPORT. Mr. Murray presented the May 2020 budget and financial statement. Mr. Murray reviewed line items noting receipt of two bond payments. He noted the traditional expenses along with the disbursement of \$51,581 for Business Relief Grants. Mr. Murray stated he would be contacting the bank regarding a change in the interest rate. Filed with the minutes.

Chair Black requested the board consider and possibly vote on the allocation of funds to Advanced Media Solutions to help pay for the broadcasted meetings. Chair Black requested Mr. Murray's thoughts on the matter. Mr. Murray was in agreement and added to allocate \$1,000.

MOTION by Lee Murray, seconded by Mitzi Brown the board approved \$1,000 be allocated to Advanced Media Solutions: Ayes (6); Nays (0); Absent from Meeting (1).

Mr. Murray reviewed the draft FY2021 budget which was included in the meeting packet. He noted for ease of purpose there was a comparison between FY2020 and FY2021. He reviewed selected line items. He noted the Gateway Boulevard project as being listed as income for FY2020. He expects some or all expenses to be paid in FY2021. Also, if the board decides to move forward with a match to the City's \$500,000 for COVID-19 relief which has not been formally discussed or approved by City Council it will affect the EDA's budget.

MOTION by Will Mackintosh, seconded by Suzy Stone the board approved the draft FY2021 budget: Ayes (6); Nays (0); Absent from Meeting (1).

OLD BUSINESS. None.

NEW BUSINESS. EDA Slate of Officers. Chair Black called on Ms. Brown to present the Slate of Officers. Ms. Brown stated, Beth Black, Chair; Will Mackintosh, Vice Chair; Lee Murray, Treasurer and Mitzi Brown, Secretary.

MOTION by Mitzi Brown, seconded by Suzy Stone the board approved the Slate of Officers: Ayes (6); Nays (0); Absent from Meeting (1).

COMMITTEE REPORTS.

- a. **Parking Improvement Committee** – No update.
- b. **Branding Committee** – Chair Black noted there was no update and requested Ms. Peregoy remove the committee from future agendas since the Branding Committee will be disbanded.
- c. **Strategic Investments Committee** – No update.
- d. **Workforce Development Committee** – Ms. Stone and Ms. Brown requested Ms. Freeman update the board during Staff Report.
- e. **Loan Committee** – Mr. Waller reported two loans would be presented. Mr. Waller presented the M-D Eats loan. He reviewed background on the applicant, current businesses and loan request for \$50,000 at 5% interest with a 5 year term to assist with improvements. After a brief discussion, the board requested further information to be presented at the next meeting on M-D Eats. Mr. Murray presented the Kickshaws Gluten-free Bakery loan. He reviewed background on the applicant, previous Downtown business, home business and loan request for \$20,000 at 6% interest with a 4 year term to assist with purchasing equipment for a new location. The loan meets three program requirements: business expansion, employment and a woman-owned business. Ms. Craddock met with the UMW Small Business Development Center as requested by the Loan Committee.
- f. **Chatham Bridge Rehab Committee** – No update.
- g. **Business Assistance Committee** – Ms. Stone stated the committee met and is waiting to hear on funding from the City. They moved forward with the creation of short-term and long-term subcommittees after the committee receives direction from City Council

STAFF REPORT. Mr. Freehling stated during the June 9 City Council work session the Council will discuss the draft plan for CARES Act allocation of 2.5 million. There is a budget line item for the allocation of \$500,000 to the EDA for a business grant program which will have modified guidelines and rules from the first grant program. The Business Assistance Committee has discussed a possible match from the EDA. He updated the board on the Gateway Boulevard project with \$185,000 to be disbursed soon to VDOT. The City should be notified regarding the VA Clinic project in September. The City is putting in a Smart Scale application for Gateway Boulevard. The City is working on a reopening plan. Employees have been working on A & B shifts which will end next week with some teleworking.

Ms. Freeman gave background per Ms. Stone's and Ms. Brown's request on Workforce Development. The conference call with EON Technologies did occur with staff from the region, economic development groups and Dahlgren to discuss next steps which include a virtual training center in Fredericksburg. A list of questions was developed to go back to EON as well as a potential follow-up call with Germanna. Funding has been received for implementation which the first will be the establishment of a Regional Industrial Authority which allows for joint participation across the community. An attorney will be hired to assist with documentation of the program. This will come back before the Boards and Council. Starting an enhanced industry cluster analysis for strategic plans. Also, moving forward with a partnership with Stafford, King George and RIOT which has been hired to facilitate a series of public meetings throughout the region over the next fiscal year to determine interest and viability of technology companies and enhance the technology ecosystem. Lastly joining with Prince William, Alexandria, Stafford and King George counties to explore technology clusters along the Route 1 corridor which is loosely called the "Potomac Corridor". A look at joint synergies amongst the companies and sites to see if there is an opportunity to have a branded marketing effort. Next step will be to look for a consultant to hire.

CHAIR'S REPORT. Chair Black stated she would like to go back to the Loan Committee with Mr. Waller and Mr. Murray. Mr. Waller will need to go back with questions for Ms. Hunt. She asked Mr. Murray if he felt there should be a vote called for Kickshaws Gluten-free Kitchen. Mr. Murray gave background on the loan process and asked the board how much information they would need to make a decision. Chair Black requested one sheet providing important information such as background and loan details. Ms. Brown agreed with Chair Black. Mr. Murray and Mr. Waller will create the document for the board as they present loans for a vote. Chair Black will consider holding a special session to expedite the process. Ms. Stone stated there were no questions on the Kickshaws loan request.

MOTION by Lee Murray, seconded by Will Mackintosh the board approved the Kickshaws Gluten-free Bakery loan for \$20,000 with the outlined terms: Ayes (6); Nays (0); Absent from Meeting (1).

BOARD MEMBERS COMMENTS. Mr. Mackintosh stated the City's initiative to close off parking for additional restaurant sitting was a great idea. Mr. Waller discussed the popularity of the Rappahannock River and the addition of Riverfront Park. Mr. Freehling stated a possibility of the park being open next summer. Mr. Waller requested property owners be contacted to clean shorelines but not endanger the shorelines to enhance the appeal of the river. Mr. Freehling mentioned the Face the River program. Mr. Waller would need to contact Public Works to propose programs to the Director, Diane Beyer. Chair Black stated if the EDA can assist for Mr. Waller to bring back ideas. Mr. Murray asked if this was Mr. Beck's last meeting. Chair Black and Mr. Freehling stated Mr. Beck will stay on the board until replaced by City Council.

ADJOURNMENT. There being no further business to come before the Economic Development Authority at this time, Chair Black declared the meeting officially adjourned at 9:21 a.m.


Mitzi Brown, Secretary