

July 13, 2020

**MEETING OF THE POWHATAN COUNTY ECONOMIC DEVELOPMENT AUTHORITY
HELD VIA TEAMS VIDEO CONFERENCE IN POWHATAN COUNTY, VIRGINIA, JULY 13,
2020 AT 6:00 PM**

EDA Members Present: Sen. John Watkins, Chairman
Dan Jones, Vice-Chairman
Tim Benusa, Treasurer
Andrea Weber
Matt Schiefer

Staff Members Present: Bret Schardein, Interim County Administrator
Roxanne Salerno, Economic Development Program
Manager
Curt Nellis, Emergency Management Coordinator
Kelley Kemp, Assistant County Attorney

Absent: Russ Holland, Jr.

A. Call to Order

Chairman Watkins called the meeting to order at 6:02 p.m. and noted that all members were present with exception of Mr. Holland. A quorum was established.

B. Meeting Minutes from May 11th, 2020-

Mr. Jones motioned to approve the meeting minutes as presented. Mrs. Weber seconded the motion. Mr. Jones, Mrs. Weber, Mr. Benusa, Mr. Schiefer and Chairman Watkins voted AYE. **MOTION Passed (5/0).**

C. Treasurer's Report-

Mr. Benusa presented the Board with the Treasurer's report as of June balances which is \$59,988.58 in the Certificate of Deposit account and \$7,300.48 in the Checking account from the last bank statement.

D. Old Business-

COVID-19 related business support – Mrs. Salerno updated the board on the continued actions by staff for the business community related to COVID-19. Staff participated and worked with other regional Economic Development offices and Chamber's in May to bring the ForwardRVA project to the Richmond region business community. The ForwardRVA project provided re-opening toolkits with gloves, masks and hand

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sanitizer to businesses trying to re-open in which over fifty Powhatan businesses requested and received those kits.

E. New Business

- a. CARES Act Funding for Business Grants** – Mrs. Salerno gave the board an update on the CARES Act Funding proposal that was approved by the Board of Supervisors at their June 22nd meeting, which 20% (\$517,404.60) of the \$2,587,023 was allocated for Economic Development Business Grants. On direction from the County Attorney’s office, the EDA board was suggested as a conduit for the funds. Assistant County Attorney, Mrs. Kemp, advised the board of the legal precautions to take and how other localities were handling their business grants. Mr. Schardein advised the board that with limited staff time and capabilities as well as possible high demand, the grants would be best handled by an outside entity.

Mrs. Salerno gave the board information on the possible options of entities that could possibly provide management services. Community Investment Collaborative out of Charlottesville was suggested as a possible non-profit that could assist in the application creation, acceptance and granting for the County, taking the responsibility off the staff and allowing for fair and equitable grantee awards. Their fees are 3% of the total grant fund amount, which would be roughly around \$15,522.14. Another entity that was explored was Virginia Community Capital, which would handle the grants in the same manner as CIC although were much higher in price. The third option was to use an online grant application system, although this would still require staff involvement and a separate review committee. This option was not advised by County counsel as it still involves staff.

The board discussed the different criteria for applying and what requirements would be most beneficial to the small business community. Mrs. Kemp suggested a MOU be approved by the Board of Supervisors before contracting with any outside entities.

Chairman Watkins opened the floor for a motion to proceed with the outlined plan for the recovery grant. Mr. Schiefer made a motion and Mr. Jones seconded the motion. Mr. Jones, Mrs. Weber, Mr. Benusa, Mr. Schiefer and Chairman Watkins voted AYE. **MOTION Passed (5/0).**

- b. Economic Development Monthly Reports for May and June 2020** – Mrs. Salerno presented the May & June reports to the board with mention of certain highlights of interest and asked if there were any questions.

F. Closed Session and Certification- No closed session needed.

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G. Adjournment

There being no further business, Chairman Watkins moved to adjourn the meeting. Mr. Jones made the motion and Mrs. Weber seconded the motion. Mr. Jones, Mrs. Weber, Mr. Schiefer, Mr. Benusa and Chairman Watkins voted AYE. **MOTION Passed (5/0).**

The meeting was adjourned at 7:00 p.m.



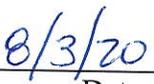
Sen. John Watkins, Chairman
Economic Development Authority



Date



Roxanne Salerno, Secretary
Economic Development Authority



Date