

## **Buena Vista Economic Development Authority Meeting 9/2/2020 5:00 PM**

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**Meeting ID: 552 891 0134**

Current state law limits virtual meetings of governing bodies to conducting “essential” business. The only item of business on the agenda to discuss the process for the recovery grants using CARES Act funding. As such, all meeting participants, excluding authority members, will be muted by the host.

The meeting packet can be found at:

**<https://www.buenavistava.org/eda-september/>**

The meeting will be recorded to facilitate preparation of minutes



## Economic Development Authority

Agenda for September 2, 2020

### **Call to Order by Chairman**

### **Roll Call**

### **Review and Approval of Minutes from April 27, 2020 BVEDA Meeting and August 26, 2020 BVEDA Meeting**

#### **Old Business:**

1. Review and discussion of the CARES Act Business Recovery Grant Program
2. Appoint a committee of the BVEDA for the Grant Review Team

#### **New Business:**

None

### **Adjournment**

This meeting will be held virtually— Please visit the city website at  
[www.buenavistava.org](http://www.buenavistava.org)  
for more information on how to join the meeting via Zoom

**CITY OF BUENA VISTA  
MINUTES OF MEETING  
BUENA VISTA ECONOMIC DEVELOPMENT AUTHORITY  
August 26, 2020**

The Buena Vista Economic Development Authority met on Monday, September 2, 2020, beginning at 5:00 p.m. via Zoom

EDA Members Present:	Brent Styler, Chairperson Lynn Chapman George Huger
Members Absent:	Skye Lowry Marolyn Cash John David Gowdy
Others Present:	Secretary of EDA, Kristina Ramsey, Economic Development and Marketing Coordinator Elizabeth Braddy, Former member of EDA

**ITEM #1 APPROVAL OF MINUTES FROM APRIL 27, 2020 MEETING:**

Motion was made by Elizabeth Braddy to approve the minutes, seconded by Lynn Chapman, carried by the Authority. We later learned that a quorum was not present. We have called another meeting and will vote on this item at the next meeting.

**ITEM #2 REVIEW AND DISCUSSION THE CARES ACT BUSINESS RECOVERY GRANT PROGRAM**

Chairman Styler requested Kristina Ramsey to explain the application and review process. Kristina showed the Authority the application. Kristina walked through the documents explaining the review process, eligibility criteria, and required attachments as stated on the documents. Kristina explained that the EDA will need to establish a committee of 2 members for the Grant Review Team.

Ms. Braddy commented on the eligible uses of the grant funds, stating that e-commerce is something the Chamber has seen as a need and she is glad that is an eligible use.

Chairman Styler asked if call in pick up/curbside pick up would be an eligible use. Kristina responded that it would be eligible since it is adjusting services in response to COVID-19.

Mr. Chapman asked where the funding for this program came from. Chairman Styler stated that he has been talking to the City Manager for months about some type of funding for the EDA to have something useful to do. Chairman Styler noted that he believes that is where the motivation for this funding came from. Kristina clarified that this funding is from CARES Act funding in response to COVID-19 and something that localities are doing with CARES Funding. She stated that it was not directly related to funding the EDA.

Kristina asked if asking for 2 years of gross monthly receipts is too much for this program. Chairman Styler noted that he can only go back months not years. Mr. Huger responded that if we require a

company be in business for a year, we can only require they include receipts for a years' worth of sales. He then explained that we can use previous years sales to analyze loss in sales. Chairman Styler stated that one year should be the maximum that we require. Kristina agreed and adjusted documents.

Kristina asked if 10 days was enough time to advertise the program. Mr. Huger agreed that 10 days of advertising would be enough. He stated that we could advertise those 10 days and start reviewing after 2 weeks. Chairman Styler asked if that means we would have it in the newspaper for two issues. Kristina confirmed. Mr. Chapman stated that we should start reviewing applications after 10 days. Chairman Styler asked how we planned to advertise. Kristina explained that she would advertise via Facebook, website, newspaper, email, and via physical mailer to ensure all businesses have a chance to access the funding. Mr. Chapman asked if the EDA could decide to do multiple rounds of applications. Kristina confirmed that we would do multiple rounds as funding is still available.

Mr. Huger and Ms. Braddy stated that this would be huge for some of the businesses and could be a great help.

Ms. Braddy asked if there was a limit to how much we will give to each business. Kristina answered that it would be based off of specific needs of each business.

Ms. Braddy asked what the guidelines for eligibility were again, asking if business could be a 501(c)6 or non-profit. Kristina stated that the program is only for for-profit businesses. She explained that the Community Foundation also received funding from the City's CARES Funding to explicitly assist non-profits in the city.

Chairman Styler stated that if there are no further comments or suggestions we should put this out to the EDA members that were not present and proceed with advertising.

Kristina mentioned that we will now need to select a Grant Review Team. Mr. Huger nominated Elizabeth Braddy to be a part of the team, seconded by Mr. Chapman. Chairman Styler noted that he would also like to be a part of review team. Lynn nominated Chairman Styler, seconded by Ms. Braddy.

With no further questions or discussion, Chairman Styler asked for a motion to approve the program and begin advertising as soon as possible. Mr. Huger made a motion to approve the program and begin advertising as soon as possible, seconded by Mr. Chapman

Ms. Braddy asked to speak, noting that she has moved outside of the City of Buena Vista. Stating that she is sad, but does not think she is legally able to be on the committee. Ms. Braddy noted that she moved out of the City on July 2, 2020.

Since Ms. Braddy was not legally a voting member, we did not have a quorum. Therefore, the EDA has called another meeting to vote on the items discussed above.

**ADJOURNMENT** – There being no further business, the meeting was adjourned.

Brent Styler, Chairperson

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Kristina Ramsey, Secretary