



# City of Harrisonburg

City Hall  
409 South Main Street  
Harrisonburg, VA 22801

## Meeting Minutes - Draft Economic Development Authority

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Wednesday, September 9, 2020

12:02 PM

Virtual Meeting

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### 1. Call To Order and Roll Call

**Present** 4 - Chris Pipkins, Usman Chaudhri, R. Bradley Chewning, and Thomas Hook

**Absent** 3 - Jennifer Maclin, Marc Lemmond, and Michael Goertzen

**Also Present** 1 - Chris Brown

### 2. New Business

- 2.a.** Consider adopting a resolution approving grants to businesses under the Harrisonburg Business Recovery Grant program developed by the City's Economic Development Department and approved by City Council

Tom Hook made a motion, seconded by Chris Pipkin to adopt the resolution as presented. The motion carried with a recorded roll call vote as follows:

Chris Brown provided information on the CARES Act funding related to COVID-19, and the regulations associated with granting of these funds. He noted funds need to be spent by December 30, 2020 and city staff has created a spending plan for these funds, approved by City Council, and has allocated \$750,000 to the Business Recovery Grant program to be used for businesses of Harrisonburg. He stated the Economic Development department accepted applications for grant funds that met the criteria as follows:

- In business on or before January 1, 2020
- Must have between 1 - 100 full time employees or equivalent
- Must have \$25,000 - \$5M in annual revenue
- Must show a 5% loss in revenue contributed to COVID-19
- Must be a locally owned business, if it is a franchise only one franchise in the city could qualify if owned by same owner.

He stated this is to help local businesses, especially the smaller businesses in the city.

He reviewed the funding allowed based on how many employees a business has and how the funds can be used. He stated 79 grant applications were approved for a total of \$422,700 and the remaining funds allocated will be added to a second round of grants with different criteria.

Chris Pipkin asked if the criteria will be changed to include smaller businesses or

larger businesses. Mr. Brian Shull, director of Economic Development for Harrisonburg stated the employee levels will remain the same but will open it up more to home-based businesses and non-profit organizations. Mr. Brown stated there may be additional funds available in the second wave of CARES Act funding in which City Council has appointed a Task Force to review. Mr. Brown asked the members to review the list of applicants to make sure there were not conflicts of interest.

**Tom Hook made a motion, seconded by Chris Pipkin to adopt the resolution as presented. The motion carried with a recorded roll call vote as follows:**

**Yes:** 4 - Pipkins, Chaudhri, Chewning and Hook

**No:** 0

**Absent:** 3 - Maclin, Lemmond and Goertzen

### **3. Adjournment**

On motion the meeting adjourned at 12:39pm