

**Minutes**  
**City of Radford**  
**Economic Development Authority**  
**Regular Meeting November 1, 2018**  
**City Administrative Building | Council Chambers**

**Members Present:** Dr. Flo Graham , Mr. Abram Williams, Mr. Jeff Cumberland, Mr. Steve Harvey, Mr. Richie Davis, Dr. Bruce Chase, Mr. Paul Pallante

**Staff & Visitors:** Ms. Blair Hoke

Dr. Graham called the meeting to order at 5:06p. A quorum was established.

**1) Approval of the Minutes of October 18, 2018.**

- i) Motion: Mr. Pallante moved that the EDA approve the minutes from October 18, 2018. Mr. Harvey seconded the motion.
- ii) Action: The motion carried.

**2) New Business**

- Approval of additional EDA meeting and preferred times. The board agreed to meet twice a month on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month, unless otherwise directed. The 1<sup>st</sup> Thursday of the month will be at 5p and the 3<sup>rd</sup> Thursday will be at noon, both meetings will be held in the council chambers.
  - i) Motion: Mr. Harvey moved that the EDA approve the new meeting adjustments. Mr. Williams seconded the motion.
  - ii) Action: The motion carried.

**3) Old Business**

- Economic Development Incentive Plan
  - Finalization of Economic Development Incentive Program terms and conditions, application and name.
    - Name: REDI (Radford Economic Development Incentive)
    - Additional Term: EDA reserves the right to review any leases between property owners and tenants of the property
  - i) Motion: Mr. Williams moved that the EDA approve the program terms & conditions, application and program name. Dr. Chase seconded the motion.
  - ii) Action: The motion carried.
- Memorial Bridge Lease
  - The board reviewed the final draft version of the lease of the parking lot located at Memorial Bridge requested a minor change for the contact information included.
  - i) Motion: Mr. Davis moved that the EDA approve the Memorial Bridge lease as presented. Mr. Harvey seconded the motion.
  - ii) Action: The motion carried.

**4) Other Business/Directors Report**

- Service Award Update | EDA Chair to present previous EDA board members with service award at the November 13 City Council meeting

- Recognition of Luther Dickens and his impact to the Radford Community and Economic Development
  - EZ Small Business Grant Update (October) | Thai This Express to receive full \$10,000 grant benefit with check presentation scheduled for Thursday, November 8
  - VA Main Street Update | DHCD to visit Tuesday, November 8 to discuss previous Radford community report out
  - VA Main Street Free Training Opportunity | December 4, NRVCS, Free Hospitality/Customer Service Training
  - Willow Woods Bond Update | Received Issuer Fee of \$7,137.50
  - Onward to host Secretary of Commerce & Trade Brian Ball on November 5
- **Closed Session:** Mr. Davis made a motion, seconded by Mr. Harvey to convene a closed meeting for the purpose of *Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. Virginia Code Section 2.2-3711 (A) (5).*

No action was taken in the closed meeting.

Mr. Williams made a motion to adjourn the closed meeting. Mr. Harvey seconded the motion.

Mr. Cumberland made a motion to re-convene the regular meeting. Mr. Pallante seconded the motion.

**Certification of the Closed Meeting:**

Mr. Davis made a motion that the EDA did not discuss anything in the closed meeting other than the item for which was convened. Dr. Chase seconded the motion.

**Meeting Adjourn**

Being no further business Mr. Cumberland made a motion to adjourn the meeting at 7:10p. Mr. Harvey seconded the motion.



Blair Hoke  
Director, Economic Development