



**CITY OF FAIRFAX ECONOMIC DEVELOPMENT AUTHORITY
MEETING AGENDA
Wednesday, July 8th, 2020 6:00 PM
Via Electronic Participation**

Virtual Meeting via Zoom, Fairfax City, VA 22030

Commissioners Present:

Chair Jeff Hermann
Vice-Chair/Secretary Kathleen Paley
Treasurer Fred Cornett
Commissioner Soledad Portilla
Commissioner Dr. Deborah Crawford
Commissioner Tom Ross

Others Present:

Christopher Bruno, Director for Fairfax City's Office of Economic Development
Danette Nguyen, Assistant Director of Economic Development/Programs Manager, Fairfax City
Angeliou Schillinger, Economic Development Legal Intern, Fairfax City
Emily West, ReConnected Grant Manager, Fairfax City
Nancy Montes, ReConnected Outdoor Restaurant Program Manager, Fairfax City
Hannah Yu, Marketing and Program Intern, Fairfax City
Jeremy Root, Fairfax City EDA Attorney, Blankingship Keith PC
Paula Sorrell, George Mason University

1. Call to Order

The meeting was called to order at 6:02 pm by Chair Hermann.

2. Approval of Electronic Participation

Commissioner Ross made the motion to approve electronic participation of the July 2020 Economic Development Authority Meeting. The motion was seconded by Commissioner Paley. A decision was then approved by a roll call vote. Those who said aye were Commissioner Ross, Commissioner Portilla, Commissioner Paley, Commissioner Crawford, and Commissioner Hermann. Commissioner Cornett was not present at this time.

3. Approval of March Meeting Minutes

Commissioner Crawford made a motion to approve the minutes from the June meeting. The motion was seconded by Commissioner Ross. A roll call vote was then initiated. Those who said aye were Commissioner Ross, Commissioner Portilla, Commissioner Paley, Commissioner Crawford, and Commissioner Hermann. Commissioner Cornett was not present at this time.

4. MEC 2.0 Project Update

Director Bruno states that this has been a collaborative project with George Mason University (GMU). Commissioner Paley acknowledges that the planning committee has been helpful during this process and that the MEC 2.0 will be moving forward.

5. Park View Update

Commissioner Portilla provides the update on the Park View project and states that the site plan, building permit and demolition permit have all been approved and were released. Portilla acknowledges that the contractors have started scheduling the demolition and will happen in the next two to three weeks. The Park View Project is on track.

6. Treasurer's Report

Commissioner Cornett states he talked to the previous EDA Treasurer, Mary Valenta, and acknowledges that she will be updating the financial statements until the end of the year. Cornett wants to create a new way to keep track of the EDA budget by implementing the use of QuickBooks. Director Bruno states that, legal intern, Angeliou Schillinger will be creating an outline for a fiscal management policy for the EDA. Commissioner Cornett states that he will need to be authorized for the Signature Authority for Checks and Cards from MainStreet Bank to fulfill his position as Economic Development Authority's Treasurer.

7. Approval of Signature Authority Cards for Commissioner Fred Cornett

Commissioner Ross made the motion to approve Commissioner Fred Cornett to have authorization for Signature Authority for Checks and Cards from MainStreet Bank. The motion was seconded by Commissioner Soledad. A decision was then approved by a roll call vote. Those who said aye were Commissioner Ross, Commissioner Portilla, Commissioner Paley, Commissioner Crawford, and Commissioner Hermann. Commissioner Cornett has abstained because the approval pertains to him.

8. Economic Development Office/Program Update

Director Bruno provides a brief overview about what programs the EDO is currently working on and how they fit into the ReConnected brand image.

a. ReConnected Grant Update

Director Bruno acknowledges that Emily West, ReConnected Grant Program Manager, will be providing an update for the ReConnected Grant program and general context into how the program is working. Emily states that the 1 million dollars for the ReConnected Grant comes from the CARE's Act funding and will be distributed to 150 businesses, 50 grants equal to \$10,000 and 100 grants equal to \$5,000. Emily acknowledges that the application for the ReConnected Grant is currently live and is being shared on all of the EDA social media accounts to inform businesses to apply for the grant, as well as possible banners that will be put up around Fairfax City. The grant is currently in Round 1 from June 30th to July 15th, this round is just for eligibility. Round 2 will be more specific to how businesses who have applied will use the grant and to decided who will receive the \$5,000 grants versus the \$10,000 grants. Emily states that the \$10,000 grants will require something extra from the business, such as a narrative on why the business should receive the grant and how they might have been affected more or differently from other Fairfax City Businesses. Director Bruno encourages commissioners to share the grant information on their social media platforms and with businesses that they are in contact with. Assistant Director Danette Nguyen thanks Commissioner Cornett for helping spread the word about the grant to his businesses. Bruno would like to know if there are any program management or administrative questions before the meeting moves to its next update. Cornett questions how it will be determined who will be receiving the grants. Emily states that there will likely be a formula and lottery system for the \$5,000 grants a committee evaluating the \$10,000 grants.

b. Fairfax City Outdoor Program

Nancy Montes, ReConnected Outdoors Program Manager, provides a brief about the new outdoors program. Nancy states how many business have inquired about the outdoor dining and how many have been approved. The City Square pilot has been doing well and businesses are giving positive feedback. Commissioner Ross request information on what businesses are participating in City Square. Nancy states that Bellissimo, Eerkins, Havabite, and Eastwind are participating. Assistant Director Nguyen provides more detail on the appearance of City Square and how other businesses in the area can use the common space that City Square provides.

c. Restaurant Week 2020 Update

Assistant Director Danette Nguyen gives an update about the changes to Restaurant Week (RW), such as the decrease in the enrollment fee and the new date of RW. The committee has decided to start the enrollment process over again and return checks to restaurants who enrolled when the fee was \$275. A couple new things to RW this year will to ask restaurants to add a To-Go feature. Due to COVID-19 there is a 50% max capacity for restaurant. This will allow those who are not comfortable dining indoors they can take it to-go and eat at home. Nguyen states that they are trying to expand RW to businesses that can only offer small portions of the meal program such as dessert options. RW will occur Sunday September 13th through September 20th.

d. ReConnected Pledge Program Update

Nguyen provides a brief overview about the ReConnected Pledge program. The pledge program helps keep patrons and business employees safe and as well as helping the slow the spread of COVID-19. Businesses will take the pledge and receive a decal for their business window. This goes in the window to let patrons know that the business is participating in trying to keep everyone safe.

e. Banners Update

Nguyen speaks about the banners that are currently being offered and how they are designated to help patrons identify whether a business is opened or even if they are offering grab and go features.

9. Public Comment

There were no public members present at this time.

10. Other/New Business

Commissioner Hermann opens the floor to discussion about holding an EDA meeting in August. Director Bruno encourages the EDA to have another monthly meeting in August. Hermann acknowledges and request to move forward with the next meeting. Assistant Director Danette Nguyen provides information on businesses that have recently opened and will be opening shortly. Businesses include Mimi's Café and Brooke's Bridal and Ball. Hermann inquires about updates about Scout on the Circle. Bruno states that the first building has been completed and tenants should have started moving in. Another update will be provided at a later date. Commissioner Cornett inquires about the Starship program and where that is currently headed. Bruno updates the commissioners and states that Starship has exhausted their funds and has asked for more to continue to work with the businesses that have been working with, but that would take another \$5,000 and would need to be approved. Hermann is in support of Starship and would like to continue to do business with them. Cornett questions if Starship is given another \$5,000 how long they will provide their services. Bruno states that he can ask them to operate for another 30 to 60 days in partnership with the EDA, but if they wanted, they can operate without the EDA under state law. Cornett would like more information before approving another amount of funding. Commissioner Paley would like to support Starship if there is a clear view of what they will do with the funding provided to them. Paley also acknowledges that the partnership with Starship would be beneficial in the future for the city. Commissioner Ross is supportive of Starship and would like to continue a relationship with them. Ross would like more information into the new summer hours that Starship has. Bruno will ask Starship more questions and report back to the commissioners with more information before a decision is made. Commissioner Soledad inquires about Scooters in the City. Bruno states that there are Bird Scooters in the city but at a lower capacity.

11. Adjourn

Meeting was adjourned at 7:02 pm and moved into a closed session. The closed session was motioned by Commissioner Soledad and seconded by Commissioner Ross. A decision was then approved by a roll call vote. Those who said aye were Commissioner Ross, Commissioner Portilla, Commissioner Crawford, Commissioner Cornett, Commissioner Paley and Commissioner Hermann.

Next regular meeting of the EDA is scheduled for the 5, of August 2020.