

VIRGINIA ECONOMIC DEVELOPMENT AUTHORITY
SPECIAL MEETING

Thursday, September 26, 2019
Committee Room, City Hall

Present: Members Carl Baranzelli, Tom Bartovich, David Tuttle-3

Absent: Glen Patrick, Maija Biondich, Theresa Nystrom, - 3

Also Present: Britt See-Benes, Betsy Olivanti, Kris Marafioti

There was no quorum for this meeting, any recommendations will be given to the VEDA Board during the next scheduled meeting.

2019 VEDA Business Renovation Grant Guidelines were reviewed and was agreed to recommend the following changes:

- Change line item #2 of the guideline to read: *The business must be located in Virginia. Owners, tenants or operators of business within the City of Virginia. As the ultimate beneficiary of improvements, the owner of record shall consent to the work and provide a personal guarantee for payment to contractors. Recipients may be legally organized in any manner permitted by the laws of the state of Minnesota. A copy of the most recent real estate tax statement is required at the time of application to verify there are not past due taxes.*
- Add to the guidelines:
 - If the applicant is a tenant VEDA will require a copy of the lease agreement and the disbursement of grant funds will be made directly to the contractor/invoice.
 - Applications that are not managed under AEOA/BEHR, will require an inspection by city staff to obtain pictures to document completion of project.
 - The scope of work may include signage, energy efficient upgrades and anything that is an improvement to the building structure including items such as paint, carpet, and signage. Equipment, furniture and all other items that can be removed from the building will not be approved.

Interviews for the Downtown Redevelopment Grant Administration that included AEOA, CRD Inc. and Northspan were conducted. Results of the interviews will be discussed and a decision will be made at the October 3, 2019 VEDA Meeting.

It was recommended to research Dropbox or other of types of services that will help us to ensure security of loan/grant applicant's sensitive information is kept confidential. A convenient way for board members to view the documents electronically that would require log in credentials and the tracking of the activity.

Meeting was adjourned at 10:05 A.M.