

**TOWN OF BOWLING GREEN  
ECONOMIC DEVELOPMENT AUTHORITY  
MINUTES**

November 23, 2020

**CALL TO ORDER AND QUORUM ESTABLISHED:** Chairman, John Lane called the meeting to order at 6:30 PM and noted that a quorum of the EDA board was present.

MEMBERS PRESENT: Chairman John Lane, David Storke, Jean Davis, Dan Webb and Jason Manns.

PRESENT BY VIRTUAL/TELECONFERENCE: Glenn McDearmon

MEMBERS ABSENT: Donny Cutlip

OTHERS PRESENT: Jo-Elsa Jordan, Economic Development Coordinator

A motion was made by Jean Davis and seconded by Jason Manns to allow for Glenn McDearmon's participation via virtual teleconference. The motion passed unanimously by the board.

**UNFINISHED BUSINESS:**

1. Approval of October 26, 2020 meeting minutes; Motion by David Storke and seconded by Jean Davis. The meeting minutes were approved unanimously by the board.
2. CARES Act Grant Program application review
  - a. Site-specific estimates, totaling \$42,110.00 by Performance Air were reviewed by the board. A motion was made by Jason Manns and seconded by David Storke to approve payment to Performance Air in the amount of \$42,110.00. The motion passed unanimously by the board.
  - b. CARES Act applications for small business assistance were reviewed by the board. A motion was made by Dan Webb and seconded by David Storke to distribute the balance of CARES Act funds, totaling \$64,585.00, equally to all businesses that applied in the amount of \$2,800.00 each. The motion passed unanimously by the board.

\* See attached (Page 2)

Chairman, John Lane, informed the board that no meeting would be held in December and that the board would reconvene on Monday, January 25, 2021 at 6:30 p.m.

There being no further business to come before the board, John Lane adjourned the meeting.

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Respectfully submitted:  
Jo-Elsa Jordan, Econ. Dev. Coordinator

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Approved:  
John Lane, Chairman



**TOWN OF BOWLING GREEN  
TOWN COUNCIL MEETING  
AGENDA ITEM REPORT**

**AGENDA ITEM:** EDA CARES Act Small Business Assistance  
**ITEM TYPE:** Action Item  
**PURPOSE OF ITEM:** Decision - By Motion  
**PRESENTER:** Jo-Elsa Jordan, edacoordinator@townofbowlinggreen.com  
**PHONE:** (804) 633-6212

**BACKGROUND / SUMMARY:**

The EDA Board met on Monday, November 23, 2020 at 6:30 p.m. to review CARES Act Small Business Assistance grant applications and to determine details on distribution of funds.

Small Business Assistance balance: \$106,695.00

(27) Applicants

- 4/27: HVAC Filtration ONLY
- 23/27: Small Business Assistance Stimulus

Estimate from Performance Air for HVAC Filtration System: \$42,110.00

Small Business Assistance Stimulus Balance: \$64,585.00

(23) Businesses: \$2,808.04 each

A motion was made by Jason Manns and seconded by David Storke to approve the HVAC filtration system installation by Performance Air in the amount of \$42,110.00. The motion passed unanimously by the board.

A motion was made by Dan Webb and seconded by David Storke to approve all CARES Act grant applications for small business assistance stimulus funds in the amount of \$2,800.00 each for a total of \$64,400.00. The motion passed unanimously by the board.

**ATTACHMENTS:**

- Applicant list
- Estimate from Performance Air

**REQUESTED ACTION:**

Decision required by Town Council to appropriate \$42,110.00 to the Economic Development Authority to pay Performance Air for the installation of cold plasma ionization air filtration for small businesses and an additional \$64,400.00 to be

distributed equally to small businesses in the amount of \$2,800.00 each, for a total of \$106,510.00.

MOTION: To appropriate \$106,510.00 of CARES Act funds to the Economic Development Authority, with \$42,110.00 to be paid to Performance Air and \$64,400.00 to be distributed equally to applicable small businesses.