

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

February 22, 2021

**CALL TO ORDER AND QUORUM ESTABLISHED:** Chairman, John Lane, called the meeting to order at 6:35 PM and noted that a quorum of the EDA board was present.

MEMBERS PRESENT: John Lane, Jerry Covington, Donny Cutlip and Jason Manns.

MEMBERS ABSENT: David Storke, Dan Webb, Glenn McDearmon

OTHERS PRESENT: Jo-Elsa Jordan, Economic Development Coordinator

**UNFINISHED BUSINESS:**

1. Approval of January 25, 2021 meeting minutes:

A motion was made by Jason Manns and seconded by Donny Cutlip to approve the meeting minutes from January 25, 2021. The motion passed unanimously.

2. Northview Property – Reversion of Deed (Update)

Board members were given a draft of the Deed of Gift prepared by the Town's legal counsel. A vote is required by the Board authorizing the Chairman to execute any and all documents necessary for the EDA gift Tax Map#43-22-1 and 43-22-2 to Northview Properties, LLC, as is required by the reversionary clause in the deed by which the EDA acquired the parcels, and that the EDA pay for any and all costs associated with the donation of the parcels.

While a quorum was present, the decision was made to vote at the next EDA meeting, when more Board members are present.

**NEW BUSINESS:**

3. Rt. 301 Commercial Corridor – Marketing

Jo-Elsa Jordan reported to have consulted with a company offering a turnkey marketing product. A proposal and scope of work is expected to be available for review at the EDA's March 2021 meeting.

**INFORMATIONAL ITEMS:**

4. Breathe Safe Window Clingers

The EDA will be distributing transparent window clingers to Bowling Green small businesses that installed cold plasma ionization air filtration technology into their existing HVAC systems, furnished by the EDA and CARES Act funds.

5. Economic Development Coordinator – IEDC Education

Jo-Elsa Jordan informed the EDA Board Members that she is attending ongoing courses offered by the IEDC, as a directive of the Bowling Green Town Council and Mayor. To date, Jordan has successfully completed *Business Retention & Expansion* as well as *ED Credit Analysis & Finance*.

There being no further business to come before the board, Vice Chairman, Dan Webb, adjourned the meeting at 6:52 p.m.

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

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Approved:  
John Lan, Chairman