

### THE ECONOMIC DEVELOPMENT AUTHORITY OF STAFFORD COUNTY, VIRGINIA

REGULAR MEETING MINUTES  
May 11, 2018

#### 1. CALL TO ORDER

The regular meeting of The Economic Development Authority (“EDA”), of Stafford County, Virginia was held on April 13, 2018, in the Board Chambers of the George L. Gordon, Jr. Administration Center, located at 1300 Courthouse Road Stafford, Virginia at 9:00 A.M. A quorum was present.

##### Members Present

Joel Griffin	Chairman (arrived during item 4)
Don Newlin	Vice-Chairman
Jack Rowley	
Jo Knight	
Heather Hagerman	

##### Members Absent

Howard Owen	Treasurer
Skip Causey	

##### Also Present:

Kristen Shields	Counsel
Kelly Copley	Secretary

#### 2. APPROVAL OF MINUTES

A. April 13, 2018

Ms. Knight motioned for approval of the April 13, 2018 minutes. Mr. Rowley seconded.

**VOTE:** 4-0 Approved

**3. PUBLIC PRESENTATIONS**

A. Kilroy Robotics Demonstration

Mr. Shotwell and three (3) members of the Kilroy Robotics team brought two of their robots to demonstrate to the EDA.

Video can be seen at : [https://drive.google.com/file/d/1CfE\\_kPTrcIX\\_DbIKT6dfP-VgqwoKC7\\_8/view?usp=sharing](https://drive.google.com/file/d/1CfE_kPTrcIX_DbIKT6dfP-VgqwoKC7_8/view?usp=sharing)

Discussion Followed

**4. TREASURER'S REPORT**

A. February 2018

B. March 2018

Vote was held until Treasurer was present

C. Investment Policy Statement

Mr. Newlin read into the minutes:

EDA funds are to be invested in to AAA debt instruments only and will be restricted to federally insured certificated of deposits.

Mr. Rowley moved to accept the investment policy statement. Ms. Hagerman seconded.

**VOTE:** 5-0 Approved

**5. SECRETARY'S REPORT**

A. Business Appreciation Reception

Ms. Copley informed the EDA their Business Appreciation Reception preparations are moving forward.

6. **CHAIRMAN'S REPORT**

A. North Stafford Rotary Update

Mr. Cobert and Mr. Griffin spoke to the North Stafford Rotary on behalf of and marketing the EDA. Directly following, two businesses have inquired about moving to Stafford.

Discussion Followed

7. **WORKING GROUP REPORTS**

A. Germanna Update

Mr. Rowley informed the EDA that the deed to the 25 acres passed to the Germanna Foundation this week. Germanna will be having a grand opening of their new 15,000 sf facility near Aberly, Mr. Rowley will make sure the EDA is on the invite list to that opening.

B. Stafford Town Center Update

Mr. Griffin met with the developers that are working on the new Courthouse Complex and took a look at the concept drawings. The next meeting will be the 23<sup>rd</sup> of May.

Discussion Followed

C. 204 Thompson

Ms. Hagerman informed the EDA that the 204 Thompson working group had an initial call with Marshall Jones of Hirschler Fleishcer regarding the condo documents. The working group is in the process of hiring an architect in order for current and all future tenant/owners to be able to obtain occupancy permits. The offer on the table from the cabinet make is still on the table but he is willing to wait until we have everything sorted out.

Mr. Rowley updated the EDA that there are some tax questions still on the table. Ms. Copley, Mr. Rowley, Ms. Hagerman, Mr. Jones and Mr. Mayausky will hold a conference call to clarify all tax questions.

Mr. Copley informed the EDA that county's building official will walk the property the architects, contractors, brokers, EDA members and any others that are needed to help with the drawing and occupancy permits.

Mr. Rowley informed the EDA that phase I of the 204 Thompson bridge project will begin in days and would like a more accurate timeline as to when the EDA we be able to market and begin to lease the back side of the building.

D. US Rt. 1 Property

Mr. Griffin informed the EDA that the estimates were higher than expected and will need an additional \$9,716.70 for the erosion repair.

Mr. Newlin motioned to authorize to \$9,716.70 for the continued repair to the erosion of the US Rt. 1 property. Mr. Rowley seconded.

The EDA also request that the US R1 working group of Skip Causey and Tom O'Connor look into watering sources to better assist the grass to grow.

**VOTE:** 5-0 Approved

**8. OLD BUSINESS**

A. C-Pace Update

Mr. Smith updated the EDA that C-Pace was presented to the CEDC and at the time was deferred by the Board of Supervisors. Staff was working with Hirschler Fleishcer rather than the C-Pace program from Arlington.

Discussions Followed

B. EDA Retreat Follow-up

The EDA chose to meet on May 31<sup>st</sup> from 11-1:30pm.

**9. NEW BUSINESS**

A. LOK Grant Request

Ms. King requested a grant up to \$50,885 from the EDA to support 20 additional students by 2019.

No decision was made

Discussion Followed

B. Marine Corp Combat Dinner

Mr. Cobert requested the EDA support the Marine Corp Combat Dinner.

No Motion

**10. ATTORNEY'S REPORT**

NONE

**11. ADJOURNMENT**

A. There being no further business brought before the Economic Development Authority, Mr. Griffin adjourned the meeting at 10:24 A.M. The next Regular Meeting is scheduled for Friday, June 8, 2018.

**MINUTES SUBMITTED BY:**

  
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Kelly Copley  
EDA Secretary

**MINUTES APPROVED BY:**

  
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Joel Griffin  
EDA Chairman