

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

REGULAR MEETING MINUTES  
June 8, 2018

#### 1. CALL TO ORDER

The regular meeting of The Economic Development Authority (“EDA”), of Stafford County, Virginia was held on June 8, 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 6A)
Don Newlin	Vice-Chairman
Jo Knight	
Heather Hagerman	
Howard Owen	Treasurer

##### Members Absent

Skip Causey  
Jack Rowley

##### Also Present:

Charlie Payne	Counsel
Kelly Copley	Secretary
John Holden	Director, Economic Development and Tourism

#### 2. APPROVAL OF MINUTES

A. May 11, 2018

Ms. Hagerman motioned for approval of the May 11, 2018 minutes. Ms. Knight seconded.

**VOTE:** 4-0 Approved

**3. PUBLIC PRESENTATIONS**

None

**4. TREASURER'S REPORT**

- A. February 2018
- B. March 2018
- C. April 2018

Mr. Owen moved to accept the February, March and April treasurer reports. Ms. Knight seconded.

**VOTE:** 4-0 Approved

Discussions followed

**5. SECRETARY'S REPORT**

None

**6. CHAIRMAN'S REPORT**

- A. Formally Welcome John Holden

Mr. Newlin welcomed the new Economic Development and Tourism Director, John Holden to Stafford.

Mr. Holden shared his thoughts and desires for working with the EDA. He also thanked the members that he had met with already and he expressed his desire to meet with the rest of the members one-on-one to get their insights into the EDA and the county.

Discussion Followed

- A. Recognition of Jo Knight



The Chairman presented Ms. Knight we a plaque:

*On behalf of the Stafford Economic Development Authority and the citizens of Stafford County; for your twelve (12) years of service and dedication to the Economic Development Authority.*

*On this day, the 8th day of June 2018 we would like to recognize and thank.*

*Jo Knight*

**7. WORKING GROUP REPORTS**

A. Germanna Update

None

B. Stafford Town Center Update

None

C. 204 Thompson

None

D. US Rt. 1 Property

Mr. Griffin informed the EDA that the construction has begun and progressed on the US Rt1 easement project.

E. CEDC

The Chairman appointed Ms. Knight as the EDA's liaison to the Community and Economic Development Committee.

**8. OLD BUSINESS**

A. LOK Grant Request

The EDA requested the grant requirements for both the 103 W. Cambridge and Globe and Laurel grants. Mr. Holden noted that he would like to review this, as well, and

offer recommendations to the Board on the LOK request and standards and procedures for future requests.

Discussions Followed

B. EDA Retreat Follow-up

Ms. Worrell updated the EDA on the progress of the EDA's mission, vision, values and strategic plan.

Discussions Followed

**9. NEW BUSINESS**

A. Commercial Parking Update

Ms. Knight requested for Mr. Cobert to share with the EDA the new county commercial parking policy.

Discussion Followed

**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 9:59 A.M. The next Regular Meeting is scheduled for Friday, July 13, 2018.

**MINUTES SUBMITTED BY:**

  
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Kelly Copley  
EDA Secretary

**MINUTES APPROVED BY:**

  
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Joel Griffin  
EDA Chairman