

THE ECONOMIC DEVELOPMENT AUTHORITY OF STAFFORD COUNTY, VIRGINIA

REGULAR MEETING MINUTES
September 8, 2017

1. CALL TO ORDER

The regular meeting of The Economic Development Authority (“EDA”), of Stafford County, Virginia was held on August 11, 2017, in the Board Chambers of the George L. Gordon, Jr. Administration Center, located at 1300 Courthouse Road Stafford, Virginia at 1:33 P.M. A quorum was present.

Members Present

Joel Griffin	Chairman (Late 6A)
Don Newlin	Vice-Chairman
Jack Rowley	
Jo Knight	
Heather Hagerman	
Howard Owen	Treasurer
Skip Causey	

Members Absent

None

Also Present:

Charlie Payne, Jr.	Counsel
Kelly Copley	Secretary

2. APPROVAL OF MINUTES

A. August 11, 2017

Mr. Causey motioned for approval of the August 11, 2017 minutes. Ms. Hagerman seconded.

VOTE: 6-0 Approved

3. ELECTION OF OFFICERS

Vote to amend agenda to include election of officers:
Motion by Ms. Knight
Seconded by Mr. Causey

VOTE 6-0 Approved

Election for officers 2017-2018:

By motion made by Mr. Newlin and seconded by Ms. Hagerman the board approved by voice acclamation the following slate of officers:

Mr. Griffin – Chairman
Mr. Newlin – Vice-Chairman
Mr. Owen – Treasurer
Ms. Copley – Secretary

4. PUBLIC PRESENTATIONS

None

5. TREASURER'S REPORT

A. July 2017

Unencumbered Balance - \$771,970.60

Mr. Newlin motioned to accept the treasurer's report for July 2017. Mr. Causey seconded.

VOTE: 7-0 Approved (Held Vote until end of meeting – Mr. Griffin was present)

B. Bookkeeping Update

None

6. SECRETARY'S REPORT

A. 315 Update

Ms. Copley updated the EDA that yYotta and the EDA will be moving out of their 800 Corp Dr. Suite 315 Space at the end of Sept and will no longer have any further obligations regarding this space.

7. **CHAIRMAN'S REPORT**

A. QuIC Update

Mr. Owen updated the EDA on the QuIC activity. Mr. Tentnowski was terminated and Mr. Cavalier has been appointed as interim Executive Director. Ms. John is still handling day to day operations. Grants have been applied for but have not been awarded as of yet.

Discussions Followed

8. **COMMITTEE REPORTS**

A. US Rt1 Property Update

CLOSED SESSION

Mr. Griffin motioned to go into closed session. Mr. Newlin seconded.

VOTE: 7-0 Approved

Thereafter, the EDA Board went into closed session in accordance with Section 2.2-3711.A.3 and 5, et al. of the Code of Virginia 1950, as amended. No Votes were taken while in closed session. Items 7A 7D, 7E and 7F were discussed in closed session only. All Members of the EDA and Economic Development staff present at the meeting were in the closed session.

Mr. Griffin motioned to come out of closed session. Mr. Hagerman seconded

VOTE: 7-0 Approved

No votes taken during closed session

Mr. Causey motioned to accept Hazel's second bid proposal for the erosion mitigation for \$64,000; if no other bids come in by September 15th. Ms. Hagerman seconded.

VOTE: 7-0 Approved

B. Marketing Update

All EDA members have been asked to send their head shots for the website to Mr. Register. Also if all members would please review all the quotes sent to them and get them back to Mr. Register as well.

Mr. Register asked to have a special meeting 8AM on September 29th to review his Business Plan. Mr. Copley was asked to take care of all meeting logistics.

C. Germanna Update

Mr. Rowley informed the EDA that the legal teams are working on the land transfer language.

D. Aquia Town Center Update

Mr. Register informed the EDA that the owners are currently looking for a new anchor. Mosaic has hired a new broker to assist.

E. Stafford Town Center Update

None

F. 204 Thompson

Mr. Rowley, Ms. Hagerman and Ms. Copley updated the EDA on the current stats of 204 Thompson.

Mr. Causey motioned to allow up to \$15,000 to be spent to repair and replace the skylight. Ms. Hagerman seconded.

VOTE: 7-0 Approved

Ms. Hagerman motioned to approve S&S Auto into Suite 125 with their lease beginning October 1, 2017 for 5 year at \$5.50/sf NNN with a 3% annual increase; pending clean credit report. Mr. Newlin seconded.

VOTE: 7-0 Approved

Mr. Newlin motioned to approved to purchase the vacated lot directly across the street from 204 Thompson TM# 54F-5-36 for \$65,000 pending 30 day environmental survey. Ms. Hagerman seconded.

VOTE: 7-0 Approved

Mr. Rowley motioned to approve the parking site plan proposal up to \$5,000 from SDI. Ms. Hagerman seconded.

VOTE: 7-0 Approved

9. OLD BUSINESS

None

10. NEW BUSINESS

A. Made in Fred Request

Mr. Landon Davis presented to the EDA the request of \$3000 support to the Made in Fred competition.

Mr. Rowley motioned to grant the Made in Fred Request of \$3000. Ms. Hagerman seconded

VOTE: 7-0 Approved

Discussions Followed

11. ATTORNEY'S REPORT

None

12. ADJOURNMENT

A. There being no further business brought before the Economic Development Authority, Mr. Griffin adjourned the meeting at 3:25 P.M. The next Regular Meeting is scheduled for Friday, October 13, 2017.

MINUTES SUBMITTED BY:



Kelly Copley
EDA Secretary

MINUTES APPROVED BY:



Joel Griffin
EDA Chairman