

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

REGULAR MEETING MINUTES

February 8, 2018

1. CALL TO ORDER

The regular meeting of The Economic Development Authority (“EDA”), of Stafford County, Virginia was held on February 8, 2018, in Conference Room ABC of the George L. Gordon, Jr. Administration Center, located at 1300 Courthouse Road Stafford, Virginia at 9:02 A.M. A quorum was present.

Members Present

Joel Griffin	Chairman (Late item 4B)
Don Newlin	Vice-Chairman
Howard Owen	Treasurer
Jack Rowley	
Skip Causey	

Members Absent

Heather Hagerman
Danielle Davis

Also Present:

Charlie Payne	Counsel
John Holden	Secretary
Kelly Copley	Assistant Secretary

2. APPROVAL OF MINUTES

A. January 11, 2018

Mr. Rowley motioned for approval of the January 11, 2019 minutes. Mr. Owen seconded.

VOTE: 4-0 Approved

3. **PUBLIC PRESENTATIONS**

A. CEDC Update

Jo Knight updated the EDA on the most current CEDC and Infrastructure committee meetings. The CEDC is looking to change some of the uses allowed by-right in the A1 (Agricultural zoning). The CEDC has referred the issue to the Planning Commission. The infrastructure meeting discussed the SmartScale funding. The state will have SmartScale debriefing in March as to how projects were scored. The EDA was encouraged to contact their supervisors if they have any concerns regarding the SmartScale funding.

Discussion Followed

4. **TREASURER'S REPORT**

A. December 2018

Mr. Causey moved to accept the December treasurer report. Mr. Owen seconded.

VOTE: 4-0 Approved

Discussion Followed

B. FY18 Audit Presentation

Ms. Tompkins with Bishop Farmer & Co. presented the final FY18 Audit findings to the EDA. The FY18 audit was a clean audit with no findings.

Mr. Rowley moved to accept the FY18 audit. Mr. Newlin seconded.

VOTE: 5-0 Approved

Discussion Followed

5. **CHAIRMAN'S REPORT**

None

6. SECRETARY'S REPORT

A. ED&T Update

See Attached memo

Mr. Griffin suggested at the end on every EDA meeting each EDA member call their supervisors for an informal update of the EDA meetings and future plans.

Discussion Followed

B. Strategic Plans

Mr. Holden informed the EDA that he is speaking with upper management regarded having continued quarterly joint updates with the EDA and the Board similar to the November 27th dinner.

Discussion Followed

C. Business Appreciation Event

Staff is currently working with Mr. Griffin on the Business Appreciation Event location and logistics.

Discussion Followed

7. WORKING GROUP REPORTS

A. Germanna Update

Mr. Rowley informed the EDA that the current Stafford facility is already at capacity. Germanna is already looking for more space to expand; a possibility is in the current location on the 2nd floor, which is currently vacant.

Discussions Followed

B. Property Group

- (1) 204 Thompson

Tenant, building and marking improvement continues.
The Public Works project will be completed in April.

Discussion Followed

- (2) US Rt 1

Mr. Causey motioned to grant Mr. Rowley the ability to negotiate the terms of the contract on the US 1 property, contingent on the CUP Approval only. Mr. Owen seconded.

VOTE 5-0 Approved

Discussion Followed

C. Finance

None

D. Loan Program

None

8. **OLD BUSINESS**

None

9. **NEW BUSINESS**

A. Grant Applications Review – **Closed Session**

CLOSED SESSION

Therefore, 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. Item 9B was discussed in in closed session only. All

Members of the EDA and Economic Development staff present at the meeting were in the closed session.

Mr. Newlin motioned to move into closed session. Mr. Causey seconded

VOTE 5-0 Approved

Mr. Newlin motioned to come out of closed session. Mr. Causey seconded.

VOTE 5-0 Approved

Mr. Griffin motioned to grant Adventure Brewing their request for \$65,000 over 5 years, with the caveats to be negotiated by Mr. Rowley and Mr. Holden, for their moving of equipment to their Stafford site. Mr. Newlin seconded.

VOTE: 3-0 with on abstain (Mr. Griffin recused himself)

10. ATTORNEY'S REPORT

NONE

Continued...

11. ADJOURNMENT

- A. There being no further business brought before the Economic Development Authority, Mr. Griffin adjourned the meeting at 10:59 A.M. The next Regular Meeting is scheduled for Friday, March 8, 2019.

MINUTES SUBMITTED BY:



John Holden
EDA Secretary

MINUTES APPROVED BY:



Joel Griffin
EDA Chairman

**ED&T Update
February 8, 2019**

Economic Development Marketing Plans

We are exploring new marketing tactics as we focus in on our Implementation Plan. Recall our plans to focus on commuters—we will be reviewing a advertising campaign to encourage commuters to meet us to discuss opening their own business, moving their office, etc. I would like the EDA to play a “presence” and role in that campaign. We are continuing to implement our focused sectors marketing, as you know:

- Data Centers
- Commercial RE Agents & Developers
- Cyber and IT sectors

We will renew and expand our focus on advanced manufacturing, as well.

- Boswell Corner (Quantico Corporate Center)~~Cyber, IT
- Downtown Stafford~~Downtown and Health (more on Stafford Hospital campus)
- Centreport~~Data Center and Advance Manufacturing
- Warrant Southern Corridor~~Data Center, commercial, Office

Workforce Reports, “Catalogue”

In support of the e-commerce distribution center our office produced workforce (“labor”) reports to assist in their attraction of clients. We will expand that “service” and standardize these reports as part of our marketing efforts. We are “cataloging” the myriad of workforce programs as well to have “on hand” and share in our business outreach efforts.

Tourism Plan

We are drafting our Tourism Plan as identified in the Economic Development Strategy Implementation Plan. We are engaging with the industry in Stafford and region in helping us guide that Plan. Of importance to the EDA is a new focus on tourism “initiatives” that may include development and investment in new “assets” for the community that will also contribute to tourism marketing (e.g., Field House, recreation assets, etc.).