

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

REGULAR MEETING MINUTES
June 14, 2019

1. CALL TO ORDER

The regular meeting of The Economic Development Authority (“EDA”), of Stafford County, Virginia was held on June 14, 2019, at Germanna Community College Barbara Fried Center, located at 124 Old Potomac Church Rd, Stafford, VA 22554 at 9:04 A.M. A quorum was present.

Members Present

Joel Griffin	Chairman
Howard Owen	Treasurer
Jack Rowley	
Danielle Davis	
Heather Hagerman	
Skip Causey	

Members Absent

Don Newlin	Vice-Chairman
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Also Present:

Charlie Payne	Counsel
John Holden	Secretary

President Gullickson and Staff from Germanna Community College (guests)
Members of the Public
Mike Cannon, CTO, Stafford County (guest)
Joe DeStefano—Rappahannock Economic Development Corporation (guest)
Leah Ferrah (sp)—Virginia Community Capital (guest)
Peggy Thwing —Coldwell Banker Commercial Elite (Property management) (guest)

2. **APPROVAL OF MINUTES**

A. May, 2018

Mr. Owen motioned for approval of the April, 2019 minutes. Ms. Davis seconded.

VOTE: 5-0 Approved

3. **TOUR OF GERMANNA COMMUNITY COLLEGE—STAFFORD**

The Board and guests took a tour of the center.

4. **PUBLIC PRESENTATIONS**

A. County Broadband Grant

Mr. Mike Cannon spoke to the EDA. He briefed the Board on the previous unsuccessful Virginia Telecommunication Initiative (VATI) grant to support broadband expansion the Widewater area of the County. The County (through IT Department) intends to apply again this year. The grant requires a private partner and the County will seek out, via a Request for Expression of Interest a party. Last year the County selected KGI from King George County.

There have been many meetings and much interest in seeking out the grant again including for support of broadband in other areas including those close to the area targeted in last year's grant but also around the County. County staff, including ED&T, have recognized that this is an issue for areas across the County.

The Board and some members of the public present discussed some of the details around the grant application and the larger issue.

The EDA expressed interest to support the effort recognizing that the grant is limited to a targeted area and the County staff is taking lead on that effort. Secondly, the EDA asked staff to consider the larger issue, review previous studies on communications (broadband) around the County, and to return with updates on both matters.

5. **TREASURER'S REPORT**

A. March 2019

Mr. Rowley asked about difference in Balance Sheet from last year, it shows EDA less approximately \$153,000. Mr. Owen suggested it be result

of changes in designated fund balance as well as some of the grant payments this current fiscal year (Ferry Farm, Adventure Brewing). Staff will review.

Mr. Owen stated he would like a report on rent payments to 204 Thompson in July.

Mr. Rowley moved to accept the March treasurer report. Ms. Davis seconded.

VOTE: 5-0 Approved

Discussion Followed

6. **CHAIRMAN'S REPORT**

Mr. Griffin informed the EDA members that he is planning a joint meeting in August with the Planning Commission and in July with the Board of Supervisors.

7. **SECRETARY'S REPORT**

A. ED&T Update

In the interest of time, Mr. Holden deferred his update.

8. **WORKING GROUP REPORTS**

A. Germanna Update

In addition to the Tour, the President and her staff presented plans for the expansion to the second floor. Germanna requested the EDA consider a grant of support to the College of \$250,000 per year for five years. It was not clear if this request was in addition to the commitment to Germanna by the EDA with the sale of Route One property.

The Board took no action and asked staff to follow up with Bruce Davis to discuss a formal grant application.

B. Budget Group

Staff continues to work on the new budget template.

C. Loan Group

Mr. Holden presented a summary of the work to date. Representatives from REDCO and VCC were present and answered questions from the Board. The presentation was in preparation for more detailed Credit Policy and MOU and contractual agreements to be sent to the Board for detailed questions and consideration of vote in July to begin the loan program.

D. Property Group

(1) 204 Thompson

Ms. Peggy Thwing from Elite Property Management (Coldwell Banker) was present to answer questions. An agreement with Elite was signed and they are in process of gathering information to assume property management role. There will be a meeting before the next Board Meeting to review many details and the history of the property and leases. Ms. Thwing will be available over first few months of contract to attend Board meetings and provide reports and answer questions.

(2) US Route 1

CLOSED SESSION

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

Mr. Griffin motioned to move into closed session. Ms. Davis seconded

VOTE 5-0 Approved

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

VOTE 5-0 Approved

9. **OLD BUSINESS**

A. Route One Property.

Ms. Hagerstrom motioned and Mr. Rowley seconded a motion to accept the most recent offer to purchase the Route One property.

Vote: 4-2
(Hagerstrom, Rowley, Owen, Causey in favor; Griffin, Davis opposed)

10. NEW BUSINESS

None

11. ATTORNEY'S REPORT

NONE

12. ADJOURNMENT

There being no further business brought before the Economic Development Authority, Mr. Griffin adjourned the meeting at 11:45 A.M. The next Regular Meeting is scheduled for Friday, July 12, 2019.

MINUTES SUBMITTED BY:



John Holden
EDA Secretary

MINUTES APPROVED BY:



Joel Griffin
EDA Chairman