

**STAFFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
March 12, 2021**

The regular meeting of The Economic Development Authority (“EDA”), of Stafford County, Virginia was held on March 12, 2021 via conference (Zoom) call.

1. CALL TO ORDER

This meeting was held (and advertised) by conference call and called to order by Chairman at 9:02 AM. A quorum was present and accounted for.

Members Present

Joel Griffin	Chairman
Don Newlin	Vice Chairman
Howard Owen	Treasurer
Jack Rowley	
Marlon Wilson	

Absent

Danielle Davis
Heather Hagerman

ED&T/EDA Staff

John Holden	Secretary, EDA; Director, ED&T
Theo Zotos	Economic Development & Tourism Specialist, ED&T
Tammy Guseman	Administrative Assistant, ED&T
Linzy Browne	Marketing & Events Coordinator, EDA

Also Present

Charlie Payne	Counsel
Albert Bain	Stafford County Planning Commission
Ariane Cooper	Stafford County Administration Office
Fillmore McPherson	Stafford County Planning Commission
Jeff Harvey	Stafford County Planning & Zoning
Laurel Wood	Bishop & Farmer
Ron Hebb	Thrasher Consulting

2. **APPROVAL OF MINUTES**

A. February 12, 2021 Regular Meeting Minutes

Mr. Newlin motioned to approve the February Regular Meeting Minutes. Mr. Owen seconded.

VOTE: 5-0 Approved

3. **PUBLIC PRESENTATIONS**

- A. Mr. Holden introduced Mr. Harvey and Planning Commissioner Mr. Bain to discuss the Downtown Stafford project. They reviewed slides presented by Mr. Holden, describing the area, changes to the Comprehensive Plan, etc. Mr. Griffin asked what the Planning Commission's position is on this project? Mr. Bain replied that the PC Board voted 7-0 for a public hearing. Mr. Harvey stated that mixed use economic development in Stafford is important. Mr. Griffin mentioned that he believes the EDA should be leading the Downtown Stafford initiative. Mr. Owen inquired if the Board of Supervisors supports this program? Mr. Bain replied that the Board initiated the Downtown Stafford project and study. Mr. Holden reminded the EDA of its potential roles and it was important that the EDA be kept aware as this proceeds through the Planning Commission and of the March 24 Public Hearing being held by the Commission.

4. **TREASURER'S REPORT**

A. Current Financials

Mr. Owen thanked Mr. Holden, Mr. Zotos, and Ms. Laurel Wood for their hard work on the audit and introduced Ms. Wood to present it. Ms. Wood presented the highlights of the Audit.

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

VOTE: 5-0 Approved

B. Budget Planning

Mr. Owen asked staff to remind the EDA of the loan service fees to Virginia Community Capital. Mr. Holden explained that this is a one-time servicing fee for the current loan with Adventure Brewing and that these fees will be built into future loans and paid by borrowers.

Mr. Newlin moved to accept the Treasurer's Report. Mr. Rowley seconded.

VOTE: 5-0 Approved

5. **CHAIRMAN'S REPORT**

- A. Mr. Griffin noted that he has been in contact with the Connected DMV and Greater Washington Board of Trade. Mr. Holden stated that ED&T is a member of the GWBOT. Mr. Griffin stated that he would like the EDA to get involved with these groups.

6. **SECRETARY'S REPORT**

A. ED&T Monthly Update

B. Symetra Event

Mr. Holden stated that staff are still in the process of seeking a “purse” sponsor and noted that the previous minutes clarified commitment of EDA and the Department to co-sponsor for the “ProAm” sponsor.

C. Stafford Cares

Mr. Holden noted that the Stafford Cares Restaurant Meal Program deadline for restaurant applications has been extended through March 19 and 44 applications have been submitted as of March 12, 2021.

D. Priority Initiatives

Mr. Holden noted that he will be presenting this to the Board of Supervisors in April. These have been shared with the EDA in the past and he will seek to get additional EDA input as these progress.

E. GO Virginia Grant

Mr. Holden stated that staff are proceeding with the “Part 2” of their project with GO Virginia. He mentioned this follow-up grant will support entrepreneurial development and will focus on establishing the RIoT Accelerator Program (RAP) in Stafford. The EDA previously approved application to the second grant and staff will submit a proposal by the April meeting.

F. Economic Development Marketing

Ms. Browne stated that the Veterans Boot Camp programs had an average of 16 attendees at each session and that an advanced 2.0 program will follow in the fall. Ms. Browne shared that the EDA website has seen a 94% increase in page views. Mr. Griffin requested that Ms. Browne share all future EDA marketing events with the EDA members and that he would like at least one member at each of these events. Ms. Browne also shared that May 25, 2021 is the targeted date for the final GO VA event. The May 25 event will be a “showcase” of Stafford, the previous grant program focused on tech-entrepreneurship with RIoT and lay the groundwork for the next grant program, if funded.

7. **WORKING GROUP REPORTS**

A. Loan Committee (*H Owen, H Hagerman, and J Summits*)

Mr. Holden reported that Mr. Summits is working on two applications and there are six interested parties.

B. Germanna Update (*J Rowley*)

Mr. Rowley shared that Germanna Gala’s goal was to raise \$500,000 and that they have reached \$492,000. Germanna re-opening is to be determined, more than likely with a hybrid approach.

C. Property Group (*H Hagerman, J Rowley,*)

1) 205 Centreport (*H Hagerman, D Davis, C Payne, and J Holden*)

Mr. Holden shared that the property closed and the proceed from the sale have been deposited into the Virginia Partners Bank account.

2) RV Parkway (*J Holden, J Summits and T Zotos*)

Mr. Holden stated this will be discussed in Closed Session.

D. Broadband Expansion (*J Holden, M Wilson*)

Mr. Holden and Mr. Wilson will meet with Mr. Michael Cannon during the week of March 15 to discuss how to proceed. Mr. Holden stated that we want to get as much interest as possible from a variety of providers. Mr. Wilson agreed and has contacted Congressman Wittman's office for guidance on Federal funds.. Mr. Griffin suggested coordinating with Spanberger's office as well.

8. OLD BUSINESS

A. Status and Update UD5 Zoning

Mr. Holden discussed possible roles the EDA could have for the Downtown Stafford project. See Public Presentations (above)

9. NEW BUSINESS

A. HB1919 (*Kory*) Local green banks

Mr. Holden stated that this program is similar to PACE and there may be opportunities for the EDA to play a role. He has contacted Delegate Kory's office and is awaiting reply to get more information.

10. CLOSED SESSON

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. Mr. Newlin seconded.

VOTE: 5-0 Approved

Mr. Griffin motioned to move out of closed session. Mr. Newlin seconded.

VOTE: 5-0 Approved

11. ATTORNEY'S REPORT

None

12. ADJOURNMENT

There being no further business brought before the Economic Development Authority, Mr. Griffin adjourned the meeting at 10:31 AM. The next Regular Meeting is scheduled for April 9, 2021.

MINUTES APPROVED BY:



Joel Griffin
EDA Chairman

MINUTES SUBMITTED BY:



John Holden
EDA Secretary