

THE ECONOMIC DEVELOPMENT AUTHORITY OF STAFFORD COUNTY, VIRGINIA

REGULAR MEETING MINUTES
July 13, 2018

1. CALL TO ORDER

The regular meeting of The Economic Development Authority (“EDA”), of Stafford County, Virginia was held on July 13, 2018, in the Board Chambers of the George L. Gordon, Jr. Administration Center, located at 1300 Courthouse Road Stafford, Virginia at 9:01 A.M. A quorum was present.

Members Present

Don Newlin	Vice-Chairman
Heather Hagerman	
Howard Owen	Treasurer
Skip Causey	
Jack Rowley	
Danielle Davis	

Members Absent

Joel Griffin	Chairman
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Also Present:

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

2. APPROVAL OF MINUTES

A. June 8, 2018

Mr. Rowley motioned for approval of the June 8, 2018 minutes. Ms. Hagerman seconded.

VOTE: 6-0 Approved

3. PUBLIC PRESENTATIONS

A. Ms. Jo Knight

Ms. Knight attended the County Community Economic Development Committee meeting. She shared her impressions from the meeting with the Board. Ms. Knight expressed concern that the County has not received any SmartScale (Virginia Transportation) funds for some time.

Discussions followed

4. TREASURER'S REPORT

A. May 2018

Mr. Rowley moved to accept the May treasurer reports. Ms. Hagerman seconded.

VOTE: 6-0 Approved

Discussions followed

5. SECRETARY'S REPORT

(Note)—Chairman's Report and election of Officers took place (item 6 before item 5)

Mr. Holden stated that, as Secretary, the County's Department of Economic Development & Tourism (ED&T) will provide monthly updates to the Board. These will be part of the Secretary's report. Mr. Holden then introduced Mr. Cobert to provide an update.

Mr. Cobert updated the Board on a number of projects. (The written report was provided and is attached). Items of note includes a presentation by ED&T to the Community Economic Development Committee on consideration for eliminating the Merchant Capital Tax for warehouse buildings over 100,000 square feet.

6. **CHAIRMAN'S REPORT**

A. Welcome New EDA Member

Mr. Newlin welcomed Ms. Davis to the EDA.

Discussion Followed

B. Election of Officers

Mr. Rowley nominated Mr. Griffin as Chairman Mr. Causey seconded. Being no other nominations.

VOTE 6-0 Approved

Mr. Rowley nominated Mr. Newlin as Vice-Chairman, Ms. Hagerman seconded. Being no other nominations.

VOTE 6-0 Approved

Mr. Rowley nominated Mr. Holden as Secretary, Ms. Hagerman seconded. Being no other nominations.

VOTE 6-0 Approved

Ms. Hagerman nominated for Mr. Owen as Treasurer, Mr. Rowley seconded. Being no other nominations.

VOTE 6-0 Approved

7. **WORKING GROUP REPORTS**

A. Germanna Update

Mr. Rowley updated the EDA that there will be a ribbon cutting in either September or October. Mr. Rowley would like to invite Dr. Gullickson to speak at an EDA meeting.

Discussions Followed

B. Property Group

(1) US Rt 1 Property

There has been interest in the US Rt 1 property according to the broker.

(2) 204 Thompson – **Closed Session**

(3) Properties – **Closed Session**

8. OLD BUSINESS

A. EDA Work Session Follow-up

Ms. Hagerman motioned to accept the mission, vision and values. Mr. Rowley seconded.

VOTE 6-0 Approved

Mr. Causey motioned to accept the plan as revised and to further revise as the EDA sees fit while working with the Economic Development Department staff. Ms. Hagerman seconded.

VOTE 6-0 Approved

Discussions Followed

B. C-Pace Program

Ms. O'Malley informed the EDA on the PACE program, and had a brief question and answer session. Ms. O'Malley suggested the members speak to their board members to start the ordinance process. The first step is to get a program administrator.

Discussions Followed

C. LOK Grant Request – **Closed Session**

9. NEW BUSINESS

A. Financing Incentive Application – **Closed Session**

B. YES Program

The YES program is run through the Stafford Public Schools program and offers as student an opportunity to participate on various Boards or Commissions of Stafford County. Mr. Holden asked the EDA if they wanted agree to participate in this program. The EDA unanimously agreed they would participate. More information will be forthcoming in September or October.

C. National Endowment for the Arts (NEA) Grant

Mr. Holden informed the EDA that the Economic Development Department will be applying for the NEA Our-Town Grant. The purpose of the grant will be to engage arts and cultural organizations and persons in the economic development of the County and input to design elements of Downtown Stafford.

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. Items 7B(2), 7B (3), 8C and 9A were 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. Causey motioned to move into closed session. Ms. Hagerman seconded

VOTE 6-0 Approved

Mr. Rowley motioned to come out of closed session. Ms. Hagerman seconded.

VOTE 6-0 Approved

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 11:11 A.M. The next Regular Meeting is scheduled for Friday, August 10, 2018.

MINUTES SUBMITTED BY:



Kelly Copley
EDA Secretary

MINUTES APPROVED BY:



Joel Griffin
EDA Chairman