

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

REGULAR MEETING MINUTES
September 11, 2015

1. CALL TO ORDER

The regular meeting of The Economic Development Authority (“EDA”), of Stafford County, Virginia was held on September 11, 2015 in the Board Chambers located at 1300 Courthouse Road Stafford, Virginia at 1:32 P.M. A quorum was present

Members Present

Joel Griffin	Chairman
Don Newlin	Vice-Chairman
Jack Rowley	
Jo Knight	
Wendy Maurer	
Mark Safferstone	
Howard Owen	

Members Absent

None

Also Present:

Charlie Payne	Counsel
Tim Barody	Secretary
Brad Johnson	Treasurer
Kelly Copley	Analyst

2. APPROVAL OF MINUTES

A. Regular Meeting Minutes – July 10, 2015

B. Special Meeting Minutes – August 28, 2015

Motion for approval of the July 10, 2015 Regular Meeting Minutes and August 28, 2015 Special Minutes was made by Mr. Rowley. Mr. Newlin seconded.

VOTE 7-0 Approved

3. **PUBLIC PRESENTATIONS**

4. **TREASURER’S REPORT**

A. June 2015 –Unencumbered fund balance \$64,979.85

B. July 2015 –Unencumbered fund balance \$67,135.34

C. August 2015 –Unencumbered fund balance \$70,703.32

Mr. Newlin moved to adopt Treasurer’s reports. Mr. Rowley seconded.

VOTE 7-0 Approved

5. **SECRETARY’S REPORT**

A. Technology and Research Park Update –

Mr. Griffin asked the EDA to speak with each of their Board of Supervisor member regarding the Tech Park. Mr. Safferstone requested talking points regarding the Tech Park to speak with their Supervisors.

Mr. Griffin motioned to sponsor 2 EDA members, 2 Board of Supervisor members and 1 staff member to attend the Association of University Research Parks Buffalo Conference. Ms. Knight seconded.

VOTE 7-0 Approved

Discussion Followed

6. **COMMITTEE REPORTS**

A. US Route1 Property Committee Report

■ Discussion of grading EDA Property

Jack Bailey with JBR spoke about the soil removal and grading the US 1 Property for a possible trade of a portion of the land in the back of the current property.

Ms. Maurer motioned to have the soil tested for marketability and continue discussions on other viable options. Ms. Knight seconded

VOTE 7-0 Approved

EDA would like the committee to bring findings back at next Meeting

B. Chatham Square Update

Mr. Johnson reported that the tenant will now be paying their utilities directly.

C. Germanna Committee Report –

HH Hunt has closed and is waiting for site plan to be approved, at which time 25 ac. will be transferred to the County for a Germanna Campus.

D. Aquia Town Center Committee Report –

Mosaic is working on site plan submission and anchor lease. Ribbon cutting is tentatively planned for October 20th

E. Globe & Laurel Committee Report –

No Report

7. CHAIRMAN'S REPORT

A. Co-Working Space

Update given under Secretary's Report

B. Cyber Academy

Mr. Griffin would like to create a collaborative environment between the local universities and local business to support and begin a certificate Cyber Security program.

C. Quarterly Roundtables –

Next Roundtable is scheduled for October 29th

8. OLD BUSINESS

A. Sign Ordinance Update -

Tabled (No Board Action)

B. FRA Update –

Curry Roberts updated the EDA on the bi-annual FRA activities.

C. Quantico/Belvoir Regional Business Alliance Membership –

Mr. Rowley motioned the EDA join the Alliance at a one star membership (\$500).
Mr. Newlin seconded

VOTE 7-0 Approved

9. NEW BUSINESS

A. Power Kix Funding Request

Mr. Griffin motioned to support Power Kix request at \$500. Ms. Maurer seconded.

VOTE 6-0 Approved w/1 abstain (H.Owen)

B. iPads

Mr. Rowley has requested staff to provide the EDA with information regarding, FOIA, email address and prices.

C. Broker for sale of EDA properties

Mr. Johnson informed the EDA that 4 Broker proposals were received in response to the EDA's RFP for the sale of the EDA properties. Staff recommends Cushman Wakefield | Thalhimer.

Mr. Griffin motioned the Real Estate Committee authority to review the full packets and make a recommendation via email to the Chairman. Based on that recommendation the EDA gives the Chairman authority to sign a leasing agreement. Mr. Safferstone seconded.

VOTE 7-0 Approved

Discussion Followed – All other EDA member will be given the proposal overviews as requested.

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 3:11 P.M. The next Regular Meeting is scheduled for Friday, November 13, 2015.

MINUTES SUBMITTED BY:

Tim Baroody
EDA Secretary

MINUTES APPROVED BY:

Joel Griffin
EDA Chairman