

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

RUGULAR MEETING MINUTES
JANUARY 5, 2018

1. CALL TO ORDER

The regular meeting of The Economic Development Authority (“EDA”), of Stafford County, Virginia was held on January 5, 2018, in the Conference Room of the Potomac Point Winery, located at 275 Decatur Road Stafford, Virginia at 3:30 P.M. A quorum was present.

Members Present

Joel Griffin	Chairman
Don Newlin	Vice-Chairman
Jack Rowley	
Jo Knight	
Heather Hagerman	
Howard Owen	Treasurer
Skip Causey	

Members Absent

None

Also Present:

Charlie Payne, Jr.	Counsel
Kelly Copley	Secretary

2. APPROVAL OF MINUTES

None

3. PUBLIC PRESENTATIONS

None

4. **TREASURER'S REPORT**

None

5. **SECRETARY'S REPORT**

Ms. Copley informed the EDA that there will be a Conflict of Interest Form Training class offered by the County's legal staff on January 16th from 6-7 pm. There will also be 2 Freedom of Information Act training classes offered, February 1st from 6-7 and February 7th from 11am-12pm. All will be held in the Board Chambers.

The EDA's Conflict of Interest forms are due back to County administration no later than February 1st.

Discussion Followed

6. **CHAIRMAN'S REPORT**

None

7. **WORKING GROUP REPORTS**

A. 204 Thompson

1. CSX Easement

Ms. Hagerman motioned to grant the chairman the authority to sign the CSX easement agreement. MS. Knight seconded.

VOTE: 7-0 Approved

2. Roof Repairs

Mr. Newlin motioned to allocated up to \$50,000 toward the repairs of the 204 Thompson to be used at the discretion of the 204 Thompson working group for the repairs to the roof, gutters, and mold. Mr. Causey seconded

VOTE: 7-0 Approved

3. New Broker

Mr. Griffin motioned to give Ms. Copley the authority to sign the two (2) listing agreements with Mr. Schattgen with Coldwell Banker Commercial Elite as the broker for 204 Thompson and the US Rt1 Property.

VOTE: 6-0 Approved (Ms. Hagerman Abstained)

4. Emergency Maintenance

Mr. Griffin motioned to allow the working group to negotiate an emergency maintenance agreement with a budget of \$250 per month. Mr. Newlin seconded.

VOTE: 7-0 Approved

8. **OLD BUSINESS**

None

9. **NEW BUSINESS**

A. Retreat Follow Up

None

B. ICSC Update

Mr. Cobert updated the EDA members that he and Ms. Hagerman attended the ICSC conference in NYC. While there they had 9 specific retail lead meeting and connected with 27 additional brokers, developers and retailers with interested in Stafford.

Discussion Followed

10. **ATTORNEY'S REPORT**

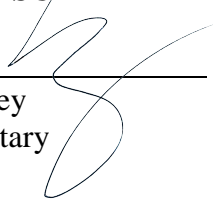
None

11. **ADJOURNMENT**

A. There being no further business brought before the Economic Development Authority, Mr. Griffin adjourned the meeting at 4:19 P.M. The next Regular Meeting is scheduled for Friday, February 9, 2018.

MINUTES SUBMITTED BY:

Kelly Copley
EDA Secretary



MINUTES APPROVED BY:

Joel Griffin
EDA Chairman

