

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

REGULAR MEETING MINUTES  
January 8, 2016

**1. CALL TO ORDER**

The regular meeting of The Economic Development Authority (“EDA”), of Stafford County, Virginia was held on January 8, 2016 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 (Late Item 4A)
Don Newlin	Vice-Chairman
Jack Rowley	
Jo Knight	
Heather Hagerman	
Mark Safferstone (Late Item 4B)	
Howard Owen	

Members Absent

None

Also Present:

Gary Nucholls	Counsel
Tim Barody	Secretary
Brad Johnson	Treasurer
Kelly Copley	Analyst

**2. APPROVAL OF MINUTES**

A. Regular Meeting Minutes – November 13, 2015

B. Special Meeting Minutes – December 7, 2015

Motion for approval of the November 13, 2015 Regular Meeting Minutes and December 7, 2015 Special Minutes was made by Mr. Rowley. Mr. Owen seconded.

**VOTE** 5-0 Approved

3. **PUBLIC PRESENTATIONS**

4. **TREASURER’S REPORT**

A. November 2015 –Unencumbered fund balance \$66,953.97

Mr. Newlin moved to approve the Treasurer’s reports. Mr. Rowley seconded.

**VOTE** 7-0 Approved

B. FY-2015 Audit

Mr. Newlin moved to accept the FY-2015 audit. Ms. Knight seconded.

**VOTE** 7-0 Approved

5. **SECRETARY’S REPORT**

A. Technology and Research Park Update –

Mr. Baroody asked the EDA to continue to fund the Axcel Contract extension made by the Stafford Technology and Research Park.

Mr. Safferstone motioned to continue to fund the Axcel Contract for the remainder of the 6 months, total \$18,000. Mr. Owen seconded.

**VOTE:** 5-2 Approved (No votes; Mr. Rowley and Mr. Newlin)

Discussion Followed, Mr. Safferstone requested talking points regarding the Tech Park.

B. Renaissance Planning Group –

Tech Park ROI has not been completed as of this meeting, and will be distributed to the EDA as soon as final.

**6. COMMITTEE REPORTS**

A. US Route 1 Property Committee Report

1. Billboards

Staff has been asked to move toward market rates on the US Rt 1 Billboards

2. Real Estate Broker Listing Proposals

Mr. Newlin motioned to give the chairman authority to sign the US Rt 1 listing agreement with Thalhimer. Mr. Rowling seconded.

**VOTE:** 7-0 Approved

B. Chatham Square Update

The listing agreement with Thalhimer was finalized.

Ms. Hagerman volunteered to be on the Real Estate Committee.

C. Germanna Committee Report –

Mr. Rowley updated the EDA on the \$1,000,000 donation by the Freed's as well as the land has not yet conveyed to the County.

D. Aquia Town Center Committee Report -

Mr. Baroody updated the EDA that Mosaic is moving forward with the commercial development of Aquia Town Center.

**7. CHAIRMAN'S REPORT**

A. Special Election - Chairman

Mr. Rowley nominated Mr. Griffin to be Chairman. Ms. Knight seconded

**VOTE:** 6-0 approved

B. Welcome new member

C. Quarterly Roundtables

Mr. Owen requested the Business Advisory Council and EDA join their capabilities for the purposes of outreach in the business community.

D. Cyber Academy

Item pulled

**8. OLD BUSINESS**

A. 103 West Cambridge Street Grant Update -

Mr. Eakin updated the EDA on the progression of 103 West Cambridge Street Grant. He also requested that the grant be conveyed to the new owner if the building was to sell.

Mr. Newlin motioned to pay the \$12,000 instalment and allow the grant to convey with the building. Mr. Rowley seconded

**VOTE:** 7-0 approved

B. Kilroy Robotics Funding Request –

Mr. Rowley motioned to grant Kilroy Robotics \$5,000. Mr. Newlin seconded.

**VOTE:** 7-0 Approved

C. iPads –

iPads will not be pursued for the EDA at this time due to FOIA reasons.

**9. NEW BUSINESS**

None

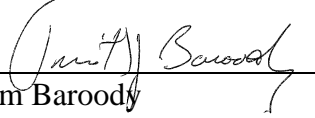
**10. ATTORNEY'S REPORT**

None


**11. ADJOURNMENT**

A. There being no further business brought before the Economic Development Authority, Mr. Griffin adjourned the meeting at 2:40 P.M. The next Regular Meeting is scheduled for Friday, March 11, 2016.

**MINUTES SUBMITTED BY:**

  
\_\_\_\_\_  
Tim Barood  
EDA Secretary

**MINUTES APPROVED BY:**

  
\_\_\_\_\_  
Joel Griffin  
EDA Chairman