

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

REGULAR MEETING MINUTES  
January 10, 2014

#### 1. CALL TO ORDER

The regularly scheduled bimonthly meeting of The Economic Development Authority (“EDA”), of Stafford County, Virginia was held on January 10, 2014 in the Board Chambers located at 1300 Courthouse Road Stafford, Virginia at 1:30 P.M. A quorum was present

##### Members Present

Don Newlin	Chairman
Joel Griffin	Vice-Chairman (arrived during item 4C)
Jack Rowley	
Jo Knight	
Wendy Maurer	
Howard Owen	

##### Members Absent

Mark Safferstone

##### Also Present:

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

#### 2. APPROVAL OF MINUTES

A. Motion for approval of the November 8, 2013, Regular Meeting Minutes was made by Ms. Knight. Ms. Maurer seconded.

**VOTE**            5-0 Approved Amended Minutes

**3. PUBLIC PRESENTATIONS**

None

**4. TREASURER'S REPORT**

A. October 2013 – Unencumbered fund balance \$34,401.60

B. November 2013 – Unencumbered fund balance \$35,847.84

Mr. Rowley moved to accept the Treasurer's reports. Ms. Knight seconded.

**VOTE**            5-0 Approved

C. FY2013 Audit Report –

Cari Blosser from Bowling & Frankin presented the 2013 Audit.

Mr. Rowley moved to accept the Treasurer's reports. Ms. Maurer seconded.

**VOTE**            6-0 Approved (Mr. Griffin Arrived)

**5. SECRETARY'S REPORT**

A. Technology and Research Park Update –

Mr. Baroody updated the EDA on the Technology and Research Center Board Meeting. The next T&R Center Board Meeting is scheduled for January, 28<sup>th</sup>.

Discussion followed

**6. CHAIRMAN'S REPORT**

None

**7. COMMITTEE REPORT**

A. Germanna Committee Report –

Mr. Rowley updated the EDA. Germanna has asked the City and R-Board for a donation. On December 2, 2013 Mr. Rowley, Mr. Newlina and Mr. Cobert attended a meeting with Germanna representatives. Germanna is currently working on an action plan and next steps regarding land. Mr. Hart informed Mr. Rowley that HH Hunt should close on Ms. Smith's property soon. Construction is planned to begin in Spring 2014.

B. Aquia Town Center Committee Report –

Mr. Baroody informed the EDA there are continued conversations with the contract holder.

C. Airport Property Committee Report –

Mr. Johnson informed the EDA; a letter has been drafted and submitted to the Airport Authority via Mr. Wallis conveying the EDA's offer for the land swap and timber.

Discussion followed

8. **OLD BUSINESS**

A. Chatham Square/Courthouse Square Update -

Mr. Nelson updated the EDA on the marketing of the Chatham Square and Courthouse Square properties. Both properties have been listed on CoStar and Loopnet as well as mass email and flyers. There has been some interest in the properties but no buyers yet.

Discussion followed

B. VA Golf Trail Update –

Mr. Shaal updated the EDA on the VA Golf Trail's reorganization. Ms. Spear with Case Solutions and Mr. Browning with Click-it Packages, who are both, assisting with marketing efforts.

Mr. Rowley and Mr. Griffin requested Mr. Shaal provide a detailed accounting statement to the EDA or refund the EDA.

Discussion followed

C. Kilroy Robotics Request –

Mr. Shotwell and 2 current team members requested \$8,000 from the EDA for the Kilroy Robotics Teams. Currently Mr. Shotwell is working on hosting a tournament in Stafford. Mr. Griffin asked Mr. Shotwell to provide stats next year on the current and former members of the team.

Discussion Followed

Mr. Rowley motioned to grant \$8,000 to Kilroy Robotics. Mr. Griffin seconded.

**VOTE** 5-0 Approved (Ms. Maurer did not vote. While she believes in the group's purpose she does not feel the funds are available.)

D. Dunkin Donuts Request –

Mr. Payne recused himself from this item due to conflict of interest.

Mr. and Ms. Bhalani request a \$100,000 grant from the EDA to offset the cost of opening a new Dunkin Donuts in Stafford County.

Discussion Followed  
No Vote; - "not at this time" due to lack of funds.

**9. NEW BUSINESS**

A. Conflict of Interest Forms

Mr. Newlin reminded the EDA members their Conflict of Interest Forms are due to staff by January 15, 2014.

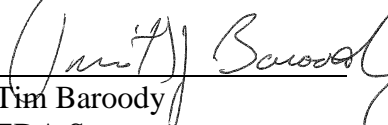
**10. ATTORNEY'S REPORT**

None

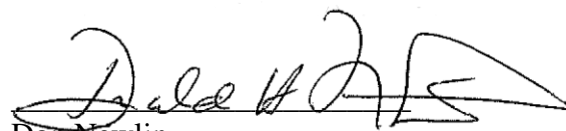
**11. ADJOURNMENT**

There being no further business brought before the Economic Development Authority, Mr. Newlin adjourned the meeting at 2:25 P.M. The next Regular Meeting is scheduled for Friday, March 11, 2014.

**MINUTES SUBMITTED BY:**

  
Tim Baroody  
EDA Secretary

**MINUTES APPROVED BY:**

  
Don Newlin  
EDA Chairman