

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

REGULAR MEETING MINUTES  
July 10, 2015

**1. CALL TO ORDER**

The regularly scheduled bimonthly meeting of The July 10, 2015 in the Board Chambers located at 1300 Courthouse Road Stafford, Virginia at 1:34 P.M. A quorum was present

Members Present

Joel Griffin	Chairman
Don Newlin	Vice Chairman
Jack Rowley	
Jo Knight	
Wendy Maurer	

Members Absent

Mark Safferstone  
Howard Owen

Also Present:

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

**2. APPROVAL OF MINUTES**

- A. Regular Minutes – May 8, 2015
- B. Special Minutes – June 26, 2015

Mr. Rowley motioned to approve the minutes from May 8, 2015 and June 26, 2015. Ms. Knight seconded.

**VOTE** 5-0 Approved

**3. PUBLIC PRESENTATIONS**

None

**4. TREASURER'S REPORT**

A. April 2015 – unencumbered balance \$133,015.92

B. May 2015 – unencumbered balance \$140,548.13

Ms. Maurer moved to accept the April and May 2015 Treasurer's reports. Mr. Rowley seconded.

**VOTE** 5-0 Approved

C. FY-15 Audit Proposal

Mr. Rowley moved to accept the Audit Proposal from Bowling Franklin & Co., but would like staff to research possible new auditors for next year. Mr. Newlin seconded.

**VOTE** 5-0 Approved

**5. SECRETARY'S REPORT**

A. Business Appreciation Event Wrap-Up

Mr. Baroody informed the EDA that about 220 people from the Stafford business community attend this year's event and staff was able to raise approximately \$10,000 in sponsorship monies.

B. Technology and Research Park Update

Mr. Baroody updated the EDA that the Technology and Research Park Board is currently working toward asking the Board of Supervisors for \$385,000 for 5 years toward a co-working space at QCC at the August 18<sup>th</sup> BoS Meeting. The Board of Directors will also be welcoming 2 new private sector members at their next meeting. George Hughes of SimVentions and Robert Charlton of GID. GA Tech has been also approached to be a part of the Tech Park.

Discussion followed

C. Guidebook for Local Elected Officials

The EDA members we all given a copy of the Guidebook for Local Elected Officials.

**6. COMMITTEE REPORT**

A. US Route 1 Property Committee Report

EDA request staff to put a RFP out for Marketing Proposals and request staff place the site on the ED website.

Mr. Newlin motioned to request the BoS to Rt 1 Property be re-zoned to M-1. Ms. Maurer Seconded

**VOTE**                    5-0 Approved

Discussion Followed

B. Chatham Square

EDA request Utilities be placed in the tenant's name.

Mr. Griffin motioned to accept option 3 (List for Sale with Lease) and for Chatham Square Committee to choice the broker once RFP were submitted. Ms. Knight seconded

**VOTE**                    5-0 Approved

C. Germanna Committee Report –

Mr. Rowley updated the EDA. HH Hunt has submitted the site plans for the apartment complex and is awaiting permit approval. HH Hunt has now agreed to convey the lad to Stafford County at Grading Permit rather than Building Permit stage.

Discussion followed

D. Aquia Town Center Committee Report –

Mr. Baroody informed the EDA that Mosaic now has the commercial portion of the property under contract. Staff continues to works with Mosaic and assist with the commercial portion of the site.

Discussion followed

**7. CHAIRMAN’S REPORT**

A. Election of Officers

Mr. Newlin nominated Mr. Griffin for Chairman. Ms. Maurer seconded

VOTE 4-0 Approved (Mr. Griffin Abstained)

Mr. Griffin nominated Mr. Newlin as Vice-Chairman. Ms. Maurer seconded.

VOTE 4-0 Approved (Mr. Newlin Abstained)

Mr. Rowley nominated Mr. Baroody as Secretary. Mr. Newlin seconded

VOTE 5-0 Approved

Mr. Rowley nominated Mr. Johnson as Treasurer. Ms. Maurer seconded.

VOTE 5-0 Approved

B. Quarterly Round Tables

Staff informed the EDA of their contained support of the EDA request for quarterly business Round Table discussions throughout the county. The next will be in October in the QCC area.

Discussion Followed

**8. OLD BUSINESS**

Mr. Griffin requested that Mr. Harvey brief the EDA on the sign amendment

Mr. Griffin Requested the status of the Letter to Karen Jackson

Mr. Griffin requested a Globe & Laurel committee be created to assist with the seemingly downward progress of the restaurant. Ms. Maurer and Mr. Griffin volunteered

**9. NEW BUSINESS**

FRA Funding

The EDA and BoS Met and will continue to meet to discuss funding to the FRA as well as funding from the BoS to the EDA.

A. Made in FredVa Request

Mr. Rowley motioned to grant FredVA the requested \$3,000. Mr. Newlin seconded.

**VOTE**                      5-0 Approved

**10. ATTORNEY'S REPORT**

None

**11. ADJOURNMENT**

There being no further business brought before the Economic Development Authority, Mr. Griffin adjourned the meeting at 2:29 P.M. The next Regular Meeting is scheduled for Friday, September 11, 2014.

**MINUTES SUBMITTED BY:**

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Tim Barody  
EDA Secretary

**MINUTES APPROVED BY:**

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Joel Griffin  
EDA Chairman