

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

REGULAR MEETING MINUTES  
July 11, 2014

#### 1. CALL TO ORDER

The regularly scheduled bimonthly meeting of The Economic Development Authority (“EDA”), of Stafford County, Virginia was held on July 11, 2014 in the Board Chambers located at 1300 Courthouse Road Stafford, Virginia at 1:31 P.M. A quorum was present

##### Members Present

Don Newlin	Chairman
Joel Griffin	Vice-Chairman
Jack Rowley	
Jo Knight	(Arrived during item 5)
Wendy Maurer	
Mark Safferstone	

##### Members Absent

Howard Owen

##### Also Present:

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

#### 2. APPROVAL OF MINUTES

A. Motion for approval of the May 9, 2014, Regular Meeting Minutes was made by Mr. Rowley. Mr. Griffin seconded.

**VOTE**            5-0 Approved

B. Motion for approval of the June 13, 2014, Special Meeting Minutes was made by Mr. Rowley. Mr. Griffin seconded. Ms. Maurer abstained because she was not present for the meeting.

**VOTE** 4-0 Approved

**3. PUBLIC PRESENTATIONS**

None

**4. TREASURER'S REPORT**

A. April 2014 – Unencumbered fund balance \$3,434.00

Mr. Griffin moved to accept the April 2014 Treasurer's report. Mr. Rowley seconded.

**VOTE** 5-0 Approved

B. May 2014 – Unencumbered fund balance \$41,423.62

Mr. Safferstone moved to accept the May 2014 Treasurer's report. Mr. Griffin seconded.

**VOTE** 5-0 Approved

C. June 2014 – Unencumbered fund balance \$28,728.37

Mr. Griffin moved to accept the June 2014 Treasurer's report. Mr. Safferstone seconded.

**VOTE** 5-0 Approved

D. FY-2014 Audit Authorization

Mr. Rowley moved to approve the audit authorization. Ms. Maurer seconded.

**VOTE** 5-0 Approved

**5. SECRETARY'S REPORT**

A. Technology and Research Park Update –

Mr. Baroody updated the EDA that the Technology and Research Center Board is working toward an incubator located in the same building as the Center. The Tech Center board will ask the Stafford Board of Supervisors to fund a \$300,000 - 3 year Mason Enterprise Center incubator on August, 19. The draft risk assessment

should be completed in August, the full strategic plan is on track to conclude end of 2014.

Discussion followed

**6. CHAIRMAN'S REPORT**

A. Election of Officers

Mr. Newlin nominated Mr. Griffin as Chairman, Ms. Maurer seconded.

VOTE: 6-0 Approved

Mr. Griffin nominated Mr. Newlin as Vice-Chairman, Mr. Safferstone seconded.

VOTE: 6-0 Approved

Ms. Maurer nominated Mr. Baroody as Secretary, Ms. Knight seconded.

VOTE: 6-0 Approved

Mr. Rowley nominated Mr. Johnson as Treasurer, Mr. Griffin seconded.

VOTE: 6-0 Approved

**7. COMMITTEE REPORT**

A. Germanna Committee Report –

Mr. Rowley updated the EDA. The project is currently on hold while Germanna is waiting for deed approval from HH Hunt.

Discussion followed

B. Aquia Town Center Committee Report –

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

Discussion followed

C. Airport Property Committee Report –

Mr. Johnson informed the EDA that a grading permit is currently in the works for the timbering to begin.

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 are still listed on CoStar and Loopnet as well as mass email and flyers. There has been some interest in the properties but no buyers yet.

Mr. Safferstone motioned to have Ms. Maurer and Ms. Knight to so a market study and go forward with possible leases of the EDA properties. Mr. Newlin seconded.

VOTE: 6-0 Approved

Discussion followed

B. VA Golf Trail Update –

Mr. Shaal updated the EDA on the VA Golf Trail's new partnership with the Golf Channel which is owned by NBC.

Mr. Shaal did not provide a detailed accounting statement to the EDA per Mr. Rowley and Mr. Griffin's request.

Discussion followed

C. 2014 Business Appreciation Week Wrap-up –

Mr. Johnson briefed the EDA on the 2014 Business Appreciation Event. Over 200 people attended. The Entrepreneurs of the Year were Dan's Wellness Pharmacy and INTUIT. The Best Places to work was awarded to Childress Heating and AC and GEICO.

The total cost of the event was \$11,976.31; \$8,500 from sponsors, leaving the cost to the EDA being \$3,476.31.

**9. NEW BUSINESS**

None

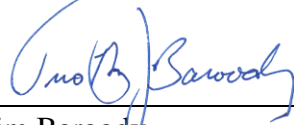
**10. ATTORNEY'S REPORT**

None

**11. ADJOURNMENT**

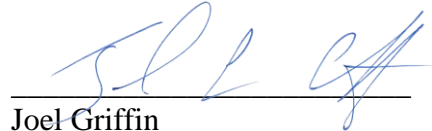
There being no further business brought before the Economic Development Authority, Mr. Newlin adjourned the meeting at 2:12 P.M. The next Regular Meeting is scheduled for Friday, September 12, 2014.

**MINUTES SUBMITTED BY:**



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Tim Baroody  
EDA Secretary

**MINUTES APPROVED BY:**



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Joel Griffin  
EDA Chairman