

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

REGULAR MEETING MINUTES
February 10, 2017

1. CALL TO ORDER

The regular meeting of The Economic Development Authority (“EDA”), of Stafford County, Virginia was held on February 10, 2017 in the Board Chambers of the George L. Gordon, Jr. Administration Center, located at 1300 Courthouse Road Stafford, Virginia at 1:36 P.M. A quorum was present.

Members Present

Joel Griffin	Chairman (Late Arrived 4B)
Don Newlin	Vice-Chairman
Jack Rowley	
Jo Knight	
Heather Hagerman	
Skip Causey	
Howard Owen	Treasurer

Members Absent

None

Also Present:

Charlie Payne	Counsel
Kelly Copley	Secretary

2. APPROVAL OF MINUTES

A. January 13, 2017

Ms. Knight motioned for approval of the January 13, 2017 minutes. Mr. Rowley seconded.

VOTE: 6-0 Approved

3. PUBLIC PRESENTATIONS

NONE

4. TREASURER'S REPORT

A. December 2016

Unencumbered Balance - \$1,538,714.01

Mr. Rowley motioned to accept the treasurer's report for December 2016. Ms. Knight seconded.

VOTE: 6-0 Approved

B. Audit

Ms. Blosser from informed the EDA they performed the FY2016 audit for the EDA and found it to be a clean audit.

Mr. Newlin motioned to accept the auditor's report. Mr. Knight seconded.

VOTE: 7-0 Approved

Discussion followed

5. SECRETARY'S REPORT

None

6. CHAIRMAN'S REPORT

A. QuIC Update

Ms. Knight motioned that the March 10th EDA meeting be held at the QuIC offices. Mr. Newlin seconded.

VOTE:

7-0 Approved

7. COMMITTEE REPORTS

A. US Rt1 Property Update – Closed Session

B. Marketing Update

-None

C. Germanna Update

Mr. Rowley updated the EDA that the land has not transferred to the VA Community College System from the county.

D. Aquia Town Center Update

No new information provided however staff assured the EDA there is forward movement behind the scenes.

E. Stafford Town Center Update

-None

8. OLD BUSINESS

A. Booking – **Closed Session**

Mr. Newlin motioned to go into closed session. Mr. Howard seconded.

VOTE: 7-0 Approved

Thereafter, the EDA Board went into closed session in accordance with Section 2.2-3711.A.3 and 5 of the Code of Virginia 1950, as amended. No Votes were taken while in closed session. Items 7A and 8A were discussed in closed session only. All Members of the EDA and Economic Development staff present at the meeting were in the closed session.

Mr. Causey motioned to come out to closed session. Mr. Owen seconded.

VOTE: 6-0 Approved (Mr. Newlin left during closed session)

No votes taken during closed session

B. 204 Thompson Avenue

Mr. Griffin motioned to accept 204 Thompson from the Board of Supervisors Ms. Hagerman seconded.

VOTE: 7 – 0 Approved

Mr. Griffin motioned for council to draft leases for current 204 Thompson tenants based on former lease agreement prior to county's ownership. Ms. Hagerman seconded.

VOTE: 7-0 Approved

C. MOU with County

None

D. 103 W. Cambridge St. – Amy's Cafe

Mr. Degen and Mr. Eakin updated the EDA on the progress of the upgrades to the 103 W. Cambridge St. building and subsequent business. Since all milestones were either met or exceeded, Mr. Degen asked for the next grant allotment of \$12,000.

Mr. Rowley motioned to grant Mr. Degen the \$12,000 allotment. Mr. Newlin seconded.

VOTE: 7-0 Approved

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 3:32 P.M. The next Regular Meeting is scheduled for Friday, March 10, 2017.

MINUTES SUBMITTED BY:



Kelly Copley
EDA Secretary

MINUTES APPROVED BY:

A handwritten signature in blue ink, appearing to read 'JL Griffin', is written over a horizontal line.

Joel Griffin
EDA Chairman