

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

REGULAR MEETING MINUTES  
September 9, 2016

**1. CALL TO ORDER**

The regular meeting of The Economic Development Authority (“EDA”), of Stafford County, Virginia was held on September 9, 2016 in the Board Chambers located at 1300 Courthouse Road Stafford, Virginia at 1:36 P.M. A quorum was present

Members Present

Joel Griffin	Chairman
Don Newlin	Vice-Chairman
Jack Rowley	
Jo Knight	
Howard Owen	

Members Absent

Heather Hagerman  
Mark Safferstone

Also Present:

Charlie Payne	Counsel
Kelly Copley	Secretary
Brad Johnson	Treasurer

**2. APPROVAL OF MINUTES**

A. Regular Meeting Minutes – August 12, 2016

Motion for approval of the August 12, 2016 Special Meeting Minutes was made by Mr. Rowley. Mr. Newlin seconded.

**VOTE**            5-0 Approved

**3.    PUBLIC PRESENTATIONS**

None

**4.    TREASURER'S REPORT**

None

**5.    SECRETARY'S REPORT**

None

**6.    CHAIRMAN'S REPORT**

A. October 14<sup>th</sup> Work Session Meeting –

Staff to schedule and notice

B. November Regular Meeting –

EDA decided to keep their November meeting on November 11<sup>th</sup>.  
Staff to have building opened for meeting.

C. December 9<sup>th</sup> Work Session Meeting –

Will decide at November meeting

D. Technology and Research Park Update

1. Vernon Green briefed the EDA that a verbal offer was made on 1000 Corporate Dr. Suite 119; a formal lease is currently being drafted with hopes on a November 1 open date. Discussions continue with the current tenants to remain and become tenants of the Tech Park.
2. An offer letter has been issued to an Executive Director candidate (Michael Tentnowski) and is currently in negotiations.
3. A brief marketing campaign has begun. A formal marketing plan is being drafted.

Mr. Griffin briefed the EDA that lease of 800 Corporate Dr. Suite 315 to transfer to the Tech Park.

Mr. Payne informed the EDA currently the lease expires on April 30, 2017 with a 180 day notification to vacate requirement; and 3 one (1) year extension options. Therefore, Mr. Payne encouraged the EDA to approve the lease assignment and have the Tech Park request to extend the current lease until April 30, 2018.

Mr. Rowley motioned approve the assignment from the EDA to the Tech Park and if the Tech Park desires to extend the lease for another term provided under the original lease and to allow the chairman to negotiate broker fee of the lease assignment. Ms. Knight seconded.

**VOTE**            5-0 Approved

E. EDA Marketing Plan

1. Bid Process –

The EDA will draft and distribute an RFP for marketing proposals. From the October work session discussions.

2. Goals –

Tabled to October work session

F. EDA Grant Writer

Members requested a Job Description and Resumes to the EDA members.

Tabled to October work session

**7. COMMITTEE REPORTS**

A. US Route1 Property Committee Report

Thalmiher has official listed the property and has placed signs along US1. The property has also been rezoned to M-1.

Negotiations continue with Lamar regarding the Billboards' revenue and terms of the current leases.

B. Germanna Committee Report –

Mr. Rowley briefed the EDA that Germanna will need \$3.5 – 5MM to get the campus started. The Freed’s have donated \$1MM, the HH Hunt land, which HH Hunt paid \$1MM but may appraise higher and the EDA matching grant. Currently Germanna is moving into a 13,000sf temporary facility opening Fall 2017. Mr. Rowley, Dr. Sam and Mr. Barnes will meet on October 17<sup>th</sup> to discuss long term funding strategies for the Germanna Stafford Campus.

C. Aquia Town Center Committee Report –

Mosaic has an infrastructure plan in for review and plans to break ground fall 2016.

D. Falmouth Redevelopment –

Mr. Griffin informed the EDA that there is some activity in the Falmouth Redevelopment area with 3 companies that have expressed interest in moving to the county and working with the Board of Supervisors on more public parking.

**8. OLD BUSINESS**

A. 6 Bears and a Goat Brewing Company Request

Kevin Harkin and Laurie Moser briefed the EDA on their \$26,000 grant request to cover the unexpected cost of a new water meter. Mr. Newlin informed the EDA that this is not the first time a company has had an unexpected \$25-30K water meter/permit fees and would like to request that the Board of Supervisors reevaluate the water meter fee schedule. Mr. Newlin motioned to grant 6 Bears and a Goat Brewing Company up to \$25,000. Discussion followed. Motioned withdrawn.

Tabled to October Work session

B. Made in Fred VA –

Mr. Rowley motioned to grant the Made in Fred VA \$3,000. Mr. Newlin seconded.

**VOTE**            5-0 Approved

C. Incentives MOU

Mr. Newlin motioned to implement the Incentive MOU with the Board of Supervisors. No second. Motion Fails

D. US-17 Residential Properties Offer –

The EDA chose to dismiss the clean-up offer to the Sanchez Property.  
Discussion Followed

9. **NEW BUSINESS**

None

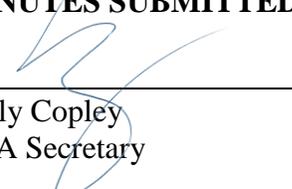
10. **ATTORNEY'S REPORT**

None

11. **ADJOURNMENT**

A. There being no further business brought before the Economic Development Authority, Mr. Griffin adjourned the meeting at 3:34 P.M. The next Regular Meeting is scheduled for Friday, November 11, 2016.

**MINUTES SUBMITTED BY:**

  
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Kelly Copley  
EDA Secretary

**MINUTES APPROVED BY:**

  
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Joel Griffin  
EDA Chairman