

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

SPECIAL MEETING MINUTES
December 9, 2016

1. CALL TO ORDER

The special meeting of The Economic Development Authority (“EDA”), of Stafford County, Virginia was held on December 9, 2016 in the ABC Conference Room located at 1300 Courthouse Road Stafford, Virginia at 8:18 A.M. A quorum was present

Members Present

Joel Griffin	Chairman
Don Newlin	Vice-Chairman (Late 5A)
Jack Rowley	
Jo Knight	(Late 2A)
Howard Owen	
Heather Hagerman	
Skip Causey	

Members Absent

None

Also Present:

Charlie Payne	Counsel
Kelly Copley	Secretary
Brad Johnson	Treasurer

2. COUNTY STAFFING

A. County Administrator Update –

Ms. Copley informed the EDA members that a New County Administrator, Tom Foley, had been hired and will start February 1, 2017.

3. **204 THOMPSON AVENUE**

Mike Smith offered a tour of 204 Thompson, Ms. Hagerman and Mr. Rowley will tour the facility on December 16, 2016 with Ms. Copley and Mr. Smith. Subcommittee of Ms. Hagerman and Mr. Rowley was formed for this item.

Discussion followed

4. **QUANTICO INNOVATION CENTER (QuIC) [Formally Stafford Technology + Research Center]**

A. Lease Assignment and New Office Space Update

QuIC finalized the lease of 1000 Corporate Dr. Suite 119 and will move in January 15, 2017. Negotiations continue with the current tenant for purchase of the furniture.

B. Transfer of Financial Responsibilities

Communications continue with the current landlord of 800 Corporate Dr., Suite 315 and should be finalized by the end of December 2016.

5. **MARKETING**

A. Marketing Goals

Mr. Griffin mentioned to the EDA of the idea to develop independent marketing logos and marketing initiative separate from the County.

Discussions followed

B. Selection Committee

No action taken

C. Request of Proposals (preparation, timeline, ect.)

No action taken

CLOSED SESSION

Mr. Rowley moved to go into closed session. Mr. Newlin seconded.

VOTE: 7-0 Approved

Therefore, 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.

Items 6A, 6B, 7A, 7B, 7C, and 7D were discussed in Closed Session

Mr. Rowley motioned to come out of closed session. Ms. Hagerman seconded.

VOTE: 7-0 Approved

No Votes were taken while in closed session. All Members of the EDA and Economic Development staff present at the meeting were in closed session.

6. SUSTAINABLE OPERATIONS

A. Funding Sources – Closed Session

1. Prospective Revenue Streams (Bond, Grants, Investments)

B. Uses – Closed Session

1. Obligations and Investments (Germannan, Investments)
2. Incentives MOU with County

C. Treasurer

Mr. Griffin nominated Mr. Owen as Treasurer. Ms. Hagerman seconded.

VOTE: 7-0 Approved

7. FINANCIALS

A. 6 Bears and a Goat – Closed Session

B. US Rt1 Billboard Lease – Closed Session

C. US Rt1 Property Listing – Closed Session

D. Courthouse Town Square – Closed Session

8. FUTURE MEETINGS

A. 2017 Meeting Calendar

Mr. Griffin motioned to hold regular monthly meeting on the 2nd Friday of every month.

VOTE: 7-0 Approved

Mr. Griffin motioned that no agenda item be added after noon, five (5) business days prior to regular meetings. Ms. Hagerman seconded.

VOTE: 7-0 Approved

B. Next Meeting: Friday January 13, 2017

9. ADJOURNMENT

A. There being no further business brought before the Economic Development Authority, Mr. Griffin adjourned the meeting at 12:21 P.M. The next Regular Meeting is scheduled for Friday, January 13, 2017.

MINUTES SUBMITTED BY:

Kelly Copley
EDA Secretary

MINUTES APPROVED BY:

Joel Griffin
EDA Chairman