REGULAR MEETING MINUTES

The regular meeting of the Economic Development Authority (EDA), of Stafford County, Virginia, was held at the George L. Gordon Jr. Government Center, 1300 Courthouse Rd, Stafford VA 22554 on Friday, July 17, 2026.

1. **CALL TO ORDER**
    a. Mr. Rowley, Chair, called the meeting to order at 9:04 AM, emphasizing the necessity for all members and staff to declare any conflicts of interest with the agenda items. Mr. Roosa declared his conflict with Item 7b., Freedom Christian Academy's Community-Based Organization Grant Application. No other conflicts were declared.

A quorum was present and accounted for.

Members

Jack Rowley, Chair
Marlon Wilson, Vice Chair
Jeff Roosa, Secretary
Dave Burton, Treasurer [arrived 9:47AM, virtual]
Frank Porcelli
Daryl Weedeman [virtual]
Janette Holland [virtual]

ED/EDA Staff Present

Liz Barber
Linzy Browne [virtual]
Jonathan Lindsley
Savannah Wimbush
Lauren Micklish
Shelley Kasten [virtual]
Logan Brunette, Esq.

Also Present

Angel Mora (Freedom Christian Academy)

2. APPROVAL OF MINUTES

a. June 12, 2026, Regular Meeting Minutes: Mr. Rowley asked if anyone had any changes, additions or corrections to the June 12, 2026, minutes. There were no changes presented. Mr. Roosa made a motion to approve the minutes. Mr. Wilson seconded. The motion passed unanimously. **APPROVED 6-0**

3. TREASURERS REPORT

a. June Financials: Ms. Kasten reviewed the summary of the EDA's accounts. She reported that the month was normal other than issuing the grant to Act Enough, Inc. and receiving the $500,000 for Mary Washington Healthcare's bond with the EDA. Mr. Roosa made a motion to approve the Treasurer's Report and Mr. Wilson seconded. The motion passed unanimously. **APPROVED 6-0**

4. PUBLIC PRESENTATIONS

a. Members of the Public Who Choose to Address the EDA: Angel Mora, with Christian Freedom Academy, introduced himself to the Board and let them know that he was there to answer any questions they had about their Community-Based Organization Grant Application.

b. Check Presentation for Cyber Bytes Foundation: The EDA members presented Cyber Bytes Foundation their check prior to the call to order.

c. Stafford EDA Marketing & Events Report: Ms. Browne reported that there were 80 people registered to attend the August 5th Beer and Business event at Barley Naked Brewery. She noted that the event would be sponsored by Germanna Community College and asked for a volunteer to be the event moderator. Mr. Roosa volunteered and was thanked for doing so.

Ms. Browne went on to discuss the Economic Development Summit which would be led by the EDA and supported by the Department. The event would be held on November 18th from 8:00 am to 11:00 am. She reviewed the run of show, noting that she had secured Chris Lloyd of McGuire Woods Consulting as a keynote speaker and was waiting to hear from Governor Spanberger's office about her attendance as a keynote speaker. Ms. Browne stated that a representative with Fourth Economy would then review the four pillars in the Department's Strategic Plan. She explained that there would be two panelists' discussions, one highlighting County services and one highlighting business resources. She noted that the details of those panels would be discussed in an upcoming meeting with County staff. Ms. Browne explained that they decided to end earlier than originally planned due to the ACES Luncheon being held that same day at 11:30 am. She highlighted the tagline for the event and noted that the invite listed their target audience but would remain open to everyone. Ms. Barber asked that the phrase "by invite only," be removed as the event was open to anyone. Ms. Browne agreed to do so and asked if she the Board was ready for her to launch the invites and marketing once that change was made. Mr. Rowley and Mr. Wilson agreed and expressed their excitement for the event. Ms. Browne said that she was expecting to launch the following Wednesday.

Mr. Rowley asked what the backup plan would be if Governor Spanberger was unable to attend. Ms. Browne said that they would not be publishing the run of show until about two weeks out from the event and would make an announcement if Governor Spanberger was able to attend. Ms. Browne clarified that Chris Lloyd was planning on speaking and they were planning to meet closer to the event to discuss his talking points. Ms. Barber explained that Mr. Lloyd was the Senior Vice President of McGuire Woods, based out of Richmond, and specialized in economic development site selection, incentive negotiations, and public-private partnerships. She went on to praise his speaking abilities and noted that if the Governor was able to come, they would work with Mr. Lloyd to pare down his talking points to give her time to speak. Mr. Porcelli asked about refreshments and Ms. Browne informed the Board that there would be a light breakfast and refreshments. Ms. Barber requested that the coffee stay out until the end of the event and Ms. Browne agreed.

d. Stafford County Economic Development Report: Ms. Barber shared that the Department is back in the office and that it was move-in day since the renovation had been completed. She informed the Board that the Department had received two awards from the National Association of Counties (NACo) for their Legacy Business Program and the Marketing & Business Summit.

   Mr. Roosa asked if Stafford was the first to do something like the Legacy Award Program. Ms. Barber explained how the Legacy Program came to fruition, beginning with an idea from a Board of Supervisors member and grew to recognizing veteran-owned, women-owned, and more, businesses. She confirmed that it was the first program of its kind and the fact that it could be easily replicated is what got them the award. She explained that the Marketing Summit was also groundbreaking for the region, leading them to win the national award.

5. SECRETARY'S REPORT

Mr. Roosa discussed the website redesign and Ms. Barber confirmed that it was expected to be completed in the Fall, noting that the contractor, with RambleType, was building it out. She explained some of the process of updating the website so far and highlighted a feature she was excited about. Mr. Roosa asked about the timeline for the EDA's website. Ms. Barber mentioned that it was detailed in Ms. Browne's contract and summarized that work could begin on it when the EDA was ready. Mr. Rowley suggested editing that part of Ms. Browne's contract when they got to the item.

6. CHAIRMAN'S REPORT

Mr. Rowley did not have anything to report.

7. COMMITTEE AND WORKING GROUP REPORTS

a. Loan Committee (Jack R., Janette H. Staff support- Liz)
    i. Loan Report: Ms. Barber reported that there were no challenges with loans this month excluding Next Level Mosaic.

    ii. Next Level Mosaic Default: Ms. Brunette informed the Board that Tom Stasi was taking over for Anastasia Uzilevskaya, both of Hirschler, and that he had last drafted the Motion of Default and Corresponding Order. Ms. Barber confirmed that she had received those documents from him.

b. Business Resources Committee (Daryl W., Dave B., Staff support- Savannah)

    i. Community-Based Organization (CBO) Grant Applications:
        1. Freedom Christian Academy: Mr. Weedeman began by stating that the applicant was asking for $150,000 to fund their 2026-2027 school year. He explained that the application met the baseline reasonable alignment around quality of life, educational choice, and family and workforce retention. He praised the application itself but noted that it leaned on assumptions. Mr. Weedeman highlighted that the application was loosely connected to economic development and went on to note where the application fell short. He stated that the application did not address a specific or underlying need in the community. He detailed the budget analysis and highlighted that the playground and outdoor learning category was 45% of the request. He asked the Academy if there was another source of funding. Mr. Mora explained that there were additional sources of funding, listing both tuition and donations to the church. He clarified that the playground and outdoor learning item included chicken coops and other outdoor learning opportunities for their students. Mr. Weedeman listed the strengths of the application, such as having an itemized budget, phased implementation, and good leadership. He again detailed some of his concerns, highlighting that supplemental information may strengthen their case for economic impact. Mr. Weedeman concluded by stating that more information was needed to approve so, he recommended denial of the application.

           Mr. Mora appreciated the feedback and offered to omit the $65,000 request for the playground and outdoor learning area from their application. Mr. Rowley agreed that the application was well prepared. He considered that there may not be any need for the project due to the new elementary schools in Stafford. Mr. Mora noted that the interest numbers were only for their first year and they expected interest to grow. He stated that Freedom Christian Academy would be the only full-time faith-based elementary school in Stafford. Mr. Wilson mentioned seeing several faith-based schools in Stafford, noting that he would like the project to go forward but agreed that the project was not suitable for the EDA to support. Ms. Holland agreed and noted that public education was already struggling to hire people, so she did not feel comfortable supporting their project at the time. Mr. Porcelli concurred with the members' comments and Mr. Weedeman's analysis.

Mr. Weedeman motioned to deny the Freedom Christian Academy's application for $150,000. Mr. Porcelli seconded. Mr. Roosa was recused from the vote. The motion passed. **DENIED 6-0**

Ms. Barber suggested that Mr. Mora meet with Ms. Wimbush to discuss other avenues for funding, including EDA loans or SBA loans. Ms. Wimbush noted that she would follow up with Mr. Mora via email after the meeting had concluded.

c. Research Committee (Marlon W., Jack R.): The Research Committee did not have anything to report.

d. Technology Committee (Jeff R., Frank P.): Mr. Porcelli informed the Board that the Technology Committee would be meeting with Dr. Rao, with the University of Mary Washington, on August 19th to discuss details of the AI Hackathon event. Mr. Roosa noted that they would bring requirements for Ms. Browne's team to the next meeting.

e. Strategic Plan Committee (Jeff R., Daryl W.): Mr. Roosa thanked Mr. Weedeman for joining him on the committee and informed the Board that they would be meeting with Ms. Barber at the end of July to form the framework for the committee's way forward.

8. <u>OLD BUSINESS</u>

There was no Old Business to report.

9. <u>NEW BUSINESS</u>

a. Bond Fee Comparison Chart & Draft Bond Application: Ms. Barber explained that during her research, all the EDA bond fees she found were very different, emphasizing the lack of consistency across the organizations. For the EDA's website page on bonds, she suggested instead explaining what projects would qualify through state legislation and providing examples of bonds the EDA had done in the past. She also suggested listing recommendations of how to go forward for those interested such as scheduling an appointment with Ms. Wimbush to review their presentation. Ms. Barber offered to go forward with drafting an application if the Board was interested, noting that the direction was up for discussion. Mr. Roosa agreed that interested parties should go through the Department. Mr. Rowley discussed opportunities he thought the EDA was missing out on regarding bonds, specifically mentioning the water recycling project through Amazon Web Services (AWS). Ms. Barber explained that under normal circumstances, it would make sense for the EDA to be involved, however, that project was completely funded through AWS so there was no need for a bond with the EDA. Mr. Rowley suggested that it would be cheaper for them to fund the project through the EDA and wanted to ensure the Board was taking opportunities to get those companies interested in working with them.

b. PB Mares Engagement Letter for Audit: Mr. Rowley noted the increased fee for PB Mares' auditing. Mr. Burton gave the Board a detailed review of the Engagement Letter, explaining what documents and reports PB Mares would be reviewing, their responsibilities, and the EDA's responsibilities. Ms. Barber stated that an audit was required through the EDA's bylaws and noted that the County used the same company for their audits. Mr. Roosa read aloud the specific statement from the bylaws that notated that requirement. Mr. Roosa motioned to approve the contract with PB Mares. Mr. Wilson seconded and the motion passed unanimously. **APPROVED 7-0**

c. Marketing & Events Contract: Ms. Browne explained that her contract was set to expire at the end of that month, noting that it would be her 7th year working with the EDA. She explained that the new contract would have her act as the project manager on the EDA's website redesign. She asked Mr. Rowley what his questions were regarding the website redesign and he suggested creating a separate contract and scope of work for it to include limits on either hours or pay. Ms. Browne clarified that the work on the website was not to exceed 60 hours and was listed in the contract. Mr. Rowley considered bidding out the work on the website and asked for the other members' opinions. Mr. Roosa commented on Ms. Browne's rate of $110 per hour, highlighting that the rate was the industry standard and in combination with Ms. Browne's years of work with the County and her caliber of work, it was a great deal. Mr. Wilson suggested including performance ratings on an annual basis for Ms. Browne's business so she may showcase her great work with the EDA.

   Mr. Rowley highlighted the $600 increase of Ms. Browne's monthly rate and stated that he was happy with that increase considering the great work she does for the EDA, as well as the expansion of duties required in the contract. Mr. Porcelli and Mr. Weedeman agreed, praising the effectiveness of her work. Mr. Burton concurred and added that he has had a great first impression of Ms. Browne's work. Mr. Rowley asked the members if a legal review would be best and they agreed. Ms. Brunette note that the review would not take long and she could have it back before August 1, 2026. Mr. Porcelli motioned to approve the contract subject to legal review. Mr. Wilson seconded and the motion passed unanimously. **APPROVED 7-0**

d. Election of Officers: Mr. Rowley explained that per EDA bylaws, the election of officers must occur annually in July and there were no limits to the number of terms one may hold. He then reviewed the rules for nominations for the Board members.

   i. Chairman: Mr. Rowley opened nominations for Chairman. Mr. Weedeman nominated Mr. Wilson for the Chairman position. Mr. Wilson accepted his nomination. With no more nominations, Mr. Rowley closed nominations and the vote for Mr. Wilson to act as Chairman passed unanimously. **APPROVED 7-0**

   ii. Vice Chairman: Mr. Rowley opened nominations for the Vice Chairman position. Mr. Roosa nominated himself for the position. Mr. Wilson nominated Mr. Weedeman for the position. With no more nominations, Mr. Rowley closed nominations and a vote was held for Mr. Roosa to act as Vice Chairman and did not pass. **DENIED 3-4**

   The vote for Mr. Weedeman to act as Vice Chairman was held and passed. **APPROVED 4-3**

   iii. Treasurer: Mr. Rowley opened nominations for Treasurer. Mr. Wilson nominated Mr. Burton and he accepted. With no more nominations, Mr. Rowley closed nominations and the vote for Mr. Burton to act as Treasurer was held and passed unanimously. **APPROVED 7-0**

   iv. Secretary: Mr. Rowley opened nominations for the Secretary position. Mr. Porcelli nominated Mr. Roosa and he did not accept. Mr. Rowley nominated Mr. Porcelli and he accepted. With no more nominations, Mr. Rowley closed nominations and the vote for Mr. Porcelli to act as Secretary passed unanimously. **APPROVED 7-0**

   Mr. Rowley thanked Mr. Roosa for his work as Secretary.

10. <u>ATTORNEY'S REPORT</u>

Ms. Brunette did not have anything to report.

11. <u>CLOSED SESSION</u>

Mr. Roosa motioned to go into closed session. Mr. Wilson seconded and the motion passed unanimously. **APPROVED 7-0**

Ms. Brunette, representing EDA legal counsel, read into executive session, pursuant to Section 2.2-3711(A), subsection 5, as amended. All members who were present at the meeting were present at the executive session. As the Board came out of executive session, each member certified that no votes were taken while in executive session. Mr. Wilson made a motion to come out of closed session. Mr. Roosa seconded. The motion passed unanimously. **APPROVED 7-0**

12. ADJOURNMENT

Mr. Roosa made a motion to adjourn the meeting, Mr. Porcelli seconded. The motion passed unanimously. **APPROVED 7-0**

Meeting adjourned at 10:50 AM.

Respectfully submitted,

Frank Porcelli,

EDA Secretary