

DANVILLE-PITTSYLVANIA REGIONAL INDUSTRIAL FACILITY AUTHORITY  
Minutes  
July 13, 2015

The Regular Meeting of the Danville-Pittsylvania Regional Industrial Facility Authority convened at 12:15 p.m. on the above date in the Danville Regional Airport Conference Room, 424 Airport Drive, Danville, Virginia. Present were City of Danville Members Chairman Sherman M. Saunders, Fred O. Shanks, III and Alternate J. Lee Vogler. Pittsylvania County Members present were Vice Chairman Coy E. Harville, James A. Snead and Alternate Brenda H. Bowman.

City/County staff members attending were: Director of Economic Development Telly Tucker, Assistant Director of Economic Development Corrie Teague, Assistant County Administrator for Planning & Development Gregory Sides, City of Danville Director of Public Works Ric Drazenovich, City of Danville Finance Director/Authority Treasurer Michael Adkins, City of Danville Assistant Finance Director Patricia Connor, City of Danville Senior Accountant Carol Howell, Clement Wheatley Attorney Michael Guanzon and Secretary to the Authority Susan DeMasi. City Manager Joe King and County Administrator Clarence C. Monday were absent.

Also present were Shawn Harden and Brian Bradner of Dewberry & Davis.

**PUBLIC COMMENT PERIOD**

No one desired to be heard.

**APPROVAL OF MINUTES FOR THE JUNE 8, 2015 MEETING**

Upon **Motion** by Mr. Harville and **second** by Mr. Snead, Minutes of the June 8, 2015 meeting were approved as presented. Draft copies had been distributed to Authority Members prior to the Meeting.

**NEW BUSINESS**

**A. FINANCIAL STATUS REPORT AS OF JUNE 30, 2015**

Authority Treasurer Michael Adkins reviewed the financial status reports through the end of June, the end of the fiscal year. Cane Creek for the month of June shows an expenditure of \$6,500.00 paid to Dewberry for Dam removal work. General Expenditures show four items: legal fees of \$9,375.00 to Clement Wheatley, \$243.22 for meals to Main Street Coffee Emporium, Utilities \$31.62 and VML, RIFA's Fiduciary Insurance, \$2,207.00 for FY2016. There were no expenditures for the Mega Park; Lot 4 Site Development showed expenditures of \$18,878.30 for Dewberry Amendment Number 4. Rent, Interest and Other Income shows four receipts: \$17,606.47 from the Institute for Advanced Learning and Research for the monthly lease payment; \$300.00 for the monthly lease from Securitas, \$2000.00 for the Clodfelter Hunting Lease and \$122.72 in interest. There was one payment to the Institute for the Hawkins' Building Management Fee of \$62,352.79.

Mr. Snead **moved** to accept the Financial Report as of June 30, 2015 as presented. The Motion was **seconded** by Mr. Shanks and carried by the following vote:

VOTE: 4-0  
AYE: Harville, Snead, Saunders, Shanks (4)  
NAY: None (0)

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**B. CONSIDERATION – RESOLUTION 2015-07-13-5B – APPROVING FISCAL YEAR 2016 GENERAL EXPENDITURES BUDGET (No written resolution)**

Authority Treasurer Michael Adkins reviewed the FY16 budget for RIFA, noting there is no change, it is flat at \$150,000. Mr. Adkins explained staff made minor adjustments allocating debt between line items. On page 23 of the agenda packet, there is an explanation of each of those line items.

Mr. Shanks **moved** to approve the Fiscal Year 2016 General Expenditures Budget. The Motion was **seconded** by Mr. Harville and carried by the following vote:

VOTE: 4-0  
AYE: Harville, Snead, Saunders, Shanks (4)  
NAY: None (0)

**C. PRESENTATION BY BRANCH HIGHWAYS, INC., MICHAEL FREEMAN, PROJECT DEVELOPMENT MANAGER**

Michael Freeman, Project Development Manager of Branch Highways gave a brief presentation to RIFA Board and Staff. Mr. Freeman noted that Branch Highways is a large excavation contractor out of Roanoke, Virginia who has done work with companies like Dewberry, Haymes Brothers and contractors over multiple states. They are involved with many types of infrastructure projects: design/build, large site development, airports, landfills, and heavy highways. Mr. Freeman reviewed several of the projects Branch Highways is involved in including the Route 58 Corridor, which is a design/build project with VDOT; Progress Park which was a design/build with the joint IDA; Augusta County, Route 636 where Branch developed the design, stream mitigation and permitting process. Branch is currently working on a FedEx distribution center in Staunton, a project for George Mason University, widening of Greenview in Lynchburg, and Liberty University among others. Mr. Freeman noted their company has projects ranging in size from a half million dollar early grading package up to \$119M bypass. Mr. Freeman noted he was interested in helping RIFA, working along with Dewberry, to help develop Berry Hill whenever RIFA is ready.

Mr. Shanks questioned if in the early stage projects, have they had issues getting permits from the Corp on the most recent projects and Mr. Freeman noted they had; the Corp has been a major problem on large speculative projects such as Progress Park. A lot of times the Corp wants to condense the size of the project, to shrink it down so there are less impacts. Mr. Harville asked, with Branch's relationship with the Corp, does Branch have any new knowledge of the present conditions of the Corp and Mr. Freeman noted they have had to adjust their business model a bit and allow for a little more time for the design stage. It is really just trying to react to what the Corp is requesting, get them the information back as soon as they can and deliver on what is submitted to them.

Mr. Saunders asked if Mr. Freeman had to give three pieces of advice in working with the Corp what would they be and Mr. Freeman noted to try to build as good a relationship as you can with the local Corp reps; even the individuals that they report to. Continue working with Dewberry, give them the tools they need to be able to provide the Corp with what they are requesting, supply the information in a timely manner and also be looking at other areas that RIFA can be getting ready to go once RIFA does have that Corp permit. Make sure there is nothing else that is going to delay RIFA from starting construction. Mr. Freeman

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further noted the Corp looks at statistics, not at areas that need growth or industry, they don't look at the specific project as being needed versus another. They are fact based. Mr. Snead asked, as Branch is well known organization, does that help with the Corp and Mr. Freeman noted it did, a little bit; Branch tries to be respectful and accommodating when working with them.

Mr. Harville asked Mr. Freeman, in seeing what Dewberry has done and others working with them, would there be any chance in working with DEQ or the Corp to try to get a permit where RIFA could start moving dirt, even though there are issues and Mr. Freeman noted possibly. One unique thing Branch did with Progress Park is they started moving dirt before they had the Corp permit and worked around the impacts; once they got the final Corp permit they were able to work through the impact areas.

Mr. Tucker asked when Branch was finally able to get their permit from the Corp to disturb the wetlands did they have an economic development prospect and Mr. Freeman stated at the time they did not have a prospect; since then, they have had interest from various people who are interested in that site since it is done. Henry County is dealing with exactly the same issues on Commonwealth Crossing; they didn't have a prospect, then they did have a prospect and they were able to get their permit and get moving.

**6. COMMUNICATIONS**

Mr. Tucker noted staff had received the letter of agreement for Grant 3011 this past Friday from the Tobacco Commission. This was the most recent Mega Site grant that RIFA applied for, funding for either Berry Hill Lot 4 electric utility relocation or Phase II of water system infrastructure improvements. RIFA's resolution allowed the Commission the discretion to approve whichever they thought was better use of the funds and they prefer to approve Phase II of the water infrastructure improvements. Mr. Tucker explained the previous application was titled "Berry Hill Lot 4 Electric Utility Relocation" and since they approved the actual water infrastructure improvements, Mr. Tucker noted he wants them to retitle it so that it reflects the work RIFA is doing. Mr. Tucker noted he has already been in touch with the Tobacco Commission staff, they will change that and once the revision has been made in the letter of agreement, it will be distributed to RIFA board by email, hopefully to take action on and allow the Chairman to sign after the August meeting.

There were no further communications from Board Members or Staff.

The Meeting adjourned at 12:42 p.m.

  
Vice Chairman

  
Secretary to the Authority