



**City of Danville, Virginia**  
**Industrial Development Authority of Danville**

P.O. Box 3300  
Danville, Virginia 24543

August 4, 2015

**NOTICE OF MEETING**

TO: T. Neal Morris                      Russell D. Reynolds  
C.G. Hairston                            Landon R. Wyatt  
Richard L. Turner                      Dr. Max Glass  
John Laramore

A meeting of the Industrial Development Authority of Danville, Virginia has been called by the Chairman for Tuesday, August 8, 2017, at \*\* **10:30 a.m.**\*\* in the \*\*\***City Council Conference Room, 4th Floor, Municipal Building, Room 425,**\*\*\* Danville, Virginia.

This is an important meeting and your attendance is respectfully urged. If you cannot attend, please call the City Attorney's Office at 434-799-5122, as soon as possible.

/s/ Kimberly Gibson Ford  
Kimberly Gibson Ford

Ken Larking, City Manager  
Earl Reynolds, Deputy City Manager  
W. Clarke Whitfield, Jr., City Attorney  
Telly D. Tucker, Director Economic Development  
Linwood Wright, Economic Development  
Corrie Teague, Economic Development  
Kim Custer, Economic Development  
Ken Gillie, Director of Community Development  
Michael Adkins, Director of Finance

**MEETING OF THE  
INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA  
TUESDAY, August 8, 2017**

**AGENDA**

CALL TO ORDER

ROLL CALL

INDUSTRIAL DEVELOPMENT AUTHORITY:

1. APPROVAL OF MINUTES FROM REGULARLY CALLED MEETING ON July 25, 2017.
2. MONTHLY FINANCIAL REPORT BY MICHAEL ADKINS.

ITEMS FOR DISCUSSION

3. STAFF UPDATES FROM ECONOMIC DEVELOPMENT ON VARIOUS TOPICS.
4. A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING THE PAYMENT OF HALF THE TOTAL COST FOR THE INSTALLATION OF A WASTERWATER GREASE TRAP AT ME'S BURGERS IN AN AMOUNT NOT TO EXCEED \$7900.
5. RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA RATIFYING PRIOR ACTION TO FIX THE SPRINKLER SYSTEM AT 979 LOCKET DRIVE FOR A COST NOT TO EXCEED \$6,000.
6. A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING THE PAYMENT OF THE COST NOT TO EXCEED \$500 TO UPDATE THE ENTRY SIGN INTO THE AIRSIDE INDUSTRIAL PARK TO REFLECT ESSEL PROPACK'S NEW LOGO.
7. A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING A SAFETY TEST AND CLEANING OF THE CONTROLLER CONTACTS FOR THE FREIGHT ELEVATOR AT LOU'S ANTIQUES, 231 MAIN STREET.

8. A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING THE CHAIRMAN TO EXECUTE AN APPLICATION FOR A RIGHT-OF-WAY ABANDONMENT.
9. CLOSED MEETING
10. CONSIDER AND TAKE ACTION UPON ANY AND ALL BUSINESS THAT MAY BE LAWFULLY ENACTED AT A REGULAR MEETING OR DISCUSSED IN A CLOSED MEETING OF THE BOARD OF DIRECTORS OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA.

ADJOURN

**INDUSTRIAL DEVELOPMENT AUTHORITY OF VIRGINIA**  
**MINUTES OF MEETING**  
**July 25, 2017**

PURSUANT TO WRITTEN NOTICE DATED AUGUST 3, 2017, A COPY OF WHICH IS ATTACHED HERETO, A MEETING OF THE BOARD OF DIRECTORS OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA, WAS HELD IN THE FOURTH FLOOR CONFERENCE ROOM OF THE MUNICIPAL BUILDING ON TUESDAY, July 25, 2017, AT 10:30 A.M.

THE FOLLOWING MEMBERS WERE PRESENT AND ABSENT:

PRESENT:           T. NEAL MORRIS, CHAIRMAN  
                  C.G. HAIRSTON, VICE CHAIRMAN  
                  RICHARD L. TURNER, TREASURER  
                  JOHN H. LARAMORE  
                  LANDON WYATT  
                  RUSSELL D. REYNOLDS

ABSENT:           MAX R. GLASS

ALSO PRESENT:   W. CLARKE WHITFIELD, JR., CITY ATTORNEY  
                  BROOKE BARKSDALE, LEGAL SECRETARY  
                  KEN LARKING, CITY MANAGER  
                  TELLY TUCKER, ECONOMIC DEVELOPMENT  
                  LINWOOD WRIGHT, ECONOMIC DEVELOPMENT  
                  CORRIE BOBE, ECONOMIC DEVELOPMENT  
                  MICHAEL ADKINS, FINANCE DIRECTOR

T. NEAL MORRIS, CHAIRMAN, CALLED THE MEETING TO ORDER AT 10:30 A.M.

**MINUTES**

COPIES OF THE MINUTES OF THE JUNE 13, 2017, MEETING WERE DISTRIBUTED TO THE MEMBERS WITH THEIR AGENDA PACKET. A MOTION WAS MADE BY MR. LARAMORE TO APPROVE THE MINUTES. THE MOTION WAS SECONDED BY MR. TURNER AND CARRIED WITH MEMBERS PRESENT VOTING AS FOLLOWS:

MR. MORRIS	- AYE
MR. WYATT	- AYE
MR. LARAMORE	- AYE
MR. HAIRSTON	- AYE
MR. TURNER	- AYE
MR. REYNOLDS	- AYE

**UPDATE ON FINANCES**

COPIES OF THE CURRENT FINANCIAL STATEMENTS WERE DISTRIBUTED TO THE MEMBERS. A MOTION WAS MADE BY MR. TURNER TO APPROVE THE FINANCIAL REPORT. THE MOTION WAS SECONDED BY MR. HAIRSTON AND CARRIED WITH MEMBERS PRESENT VOTING AS FOLLOWS:

MR. MORRIS	- AYE
MR. WYATT	- AYE
MR. LARAMORE	- AYE
MR. HAIRSTON	- AYE
MR. TURNER	- AYE
MR. REYNOLDS	- AYE

**ECONOMIC DEVELOPMENT STAFF UPDATES**

MR. WRIGHT INFORMED THE IDA THAT SKY VALLEY WOULD BE LATE PAYING THEIR REAL ESTATE TAXES. THE IDA HAS ALREADY PAID THEM. HE RECOMMENDED CHARGING A 10% LATE FEE.

MS. BOBE NOTED THAT A PRESS RELEASE HAD BEEN SENT OUT REGARDING THREE NEW TENANTS OPENING BUSINESSES AT 500 CRAGHEAD STREET: CRAGHEAD MARKET, TACO TEQUILA BAR, AND PRESERVATION ALE AND SMOKEHOUSE, ALL FORMERLY IDA OWNED BUILDINGS, ARE EXPECTED TO OPEN THIS FALL.

MR. TUCKER UPDATED THE IDA ON THE KYOCERA CONSTRUCTION PROJECT. THE SITE HAS BEEN COMPLETELY GRATED, FOOTINGS HAVE BEEN POURED, AND STEEL HAS ARRIVED ON SITE. THE PROJECT IS CURRENTLY ON SCHEDULE FOR A MAY 2018 COMPLETION.

**RESOLUTIONS**

**A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING THE SALE OF PROPERTY LOCATED AT 816 MONUMENT STREET FOR \$650,000.**

MOTION MADE BY MR. HAIRSTON; 2<sup>ND</sup> BY MR. REYNOLDS

VOTE CARRIED AS:

MR. MORRIS	- AYE
MR. WYATT	- AYE
MR. LARAMORE	- AYE
MR. HAIRSTON	- AYE
MR. TURNER	- AYE
MR. REYNOLDS	- AYE

A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING THE ROOF REPLACEMENT AT 979 LOCKETT DRIVE FOR A COST NOT TO EXCEED \$100,000.

MOTION MADE BY MR. HAIRSTON; 2<sup>ND</sup> BY MR. REYNOLDS

VOTE CARRIED AS: MR. MORRIS - AYE  
MR. WYATT - AYE  
MR. LARAMORE - AYE  
MR. HAIRSTON - AYE  
MR. TURNER - AYE  
MR. REYNOLDS - AYE

A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING THE BRICK TO ADD ADDITIONAL SIGNAGE TO THE OUTSIDE WALL AT 410 MAIN STREET.

MOTION MADE BY MR. LARAMORE; 2<sup>ND</sup> BY MR. HAIRSTON

VOTE CARRIED AS: MR. MORRIS - AYE  
MR. WYATT - AYE  
MR. LARAMORE - AYE  
MR. HAIRSTON - AYE  
MR. TURNER - AYE  
MR. REYNOLDS - AYE

A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING THE WHITE MILL STABILIZATION IMPROVEMENTS RECOMMENDED BY DEWBERRY CONSULTING ENGINEERS AND THE BUILDING CODE IMPROVEMENTS.

MOTION MADE BY MR. WYATT; 2<sup>ND</sup> BY MR. LARAMORE

VOTE CARRIED AS: MR. MORRIS - AYE  
MR. WYATT - AYE  
MR. LARAMORE - AYE  
MR. HAIRSTON - AYE  
MR. TURNER - AYE  
MR. REYNOLDS - AYE

A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING A LEASE AGREEMENT BETWEEN THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA AND W. HUNTER BRYNES, STEVEN P. GOULD, AND BRYNES GOULD, PLLC AT 310 MAIN STREET, SUITE 200.

MOTION MADE BY MR. HAIRSTON; 2<sup>ND</sup> BY MR. REYNOLDS  
VOTE CARRIED AS: MR. MORRIS - AYE  
MR. WYATT - AYE  
MR. LARAMORE - AYE  
MR. HAIRSTON - AYE  
MR. TURNER - AYE  
MR. REYNOLDS - AYE

**A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING IMPROVEMENTS AT 310 MAIN STREET, SUITE 200.**

MOTION MADE BY MR. TURNER; 2<sup>ND</sup> BY MR. HAIRSTON  
VOTE CARRIED AS: MR. MORRIS - AYE  
MR. WYATT - AYE  
MR. LARAMORE - AYE  
MR. HAIRSTON - AYE  
MR. TURNER - AYE  
MR. REYNOLDS - AYE

**A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING THE HIRING OF DEWBERRY CONSULTING ENGINEERS TO PROVIDE A PROPOSAL TO DETERMINE THE STRUCTURAL INTEGRITY AND DETAILS FOR REPAIRS TO LOU'S ANTIQUES AT 231 MAIN STREET.**

MOTION MADE BY MR. HAIRSTON; 2<sup>ND</sup> BY MR. REYNOLDS  
VOTE CARRIED AS: MR. MORRIS - AYE  
MR. WYATT - AYE  
MR. LARAMORE - AYE  
MR. HAIRSTON - AYE  
MR. TURNER - AYE  
MR. REYNOLDS - AYE

**A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING THE LEASE OF ONE PARKING SPACE TO AEOLIAN PRODUCTS AND SERVICES, INC.**

MOTION MADE BY MR. REYNOLDS; 2<sup>ND</sup> BY MR. HAIRSTON  
VOTE CARRIED AS: MR. MORRIS - AYE  
MR. WYATT - AYE  
MR. LARAMORE - AYE  
MR. HAIRSTON - AYE  
MR. TURNER - AYE  
MR. REYNOLDS - AYE

A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING THE DANVILLE FIRE DEPARTMENT TO USE THE SCHOOLFIELD SITE FOR TRAINING.

MOTION MADE BY MR. LARAMORE; 2<sup>ND</sup> BY MR. HAIRSTON

VOTE CARRIED AS: MR. MORRIS - AYE  
MR. WYATT - AYE  
MR. LARAMORE - AYE  
MR. HAIRSTON - AYE  
MR. TURNER - AYE  
MR. REYNOLDS - AYE

A RESOLUTION REAPPOINTING T. NEAL MORRIS AS THE REPRESENTATIVE OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA TO THE DANVILLE DEVELOPMENT COUNCIL (DDC).

MOTION MADE BY MR. REYNOLDS; 2<sup>ND</sup> BY MR. TURNER

VOTE CARRIED AS: MR. MORRIS - ABSTAIN  
MR. WYATT - AYE  
MR. LARAMORE - AYE  
MR. HAIRSTON - AYE  
MR. TURNER - AYE  
MR. REYNOLDS - AYE

MR. TURNER MOVED THE MEETING BE RECESSED AND THE BOARD IMMEDIATELY RECONVENE IN EXECUTIVE CLOSED MEETING FOR THE PURPOSE OF DISCUSSION CONCERNING A PROSPECTIVE BUSINESS OR INDUSTRY OR THE EXPANSION OF AN EXISTING BUSINESS OR INDUSTRY WHERE NO PREVIOUS ANNOUNCEMENT HAS BEEN MADE AS PERMITTED BY SUBSECTION (A) (5) OF SECTION 2.2-3711 OF THE CODE OF VIRGINIA, 1950, AS AMENDED; AND DISCUSSION OR CONSIDERATION OF THE ACQUISITION/DISPOSITION OF REAL PROPERTY FOR A PUBLIC PURPOSE WHERE DISCUSSION IN AN OPEN MEETING WOULD ADVERSELY IMPACT THE BARGAINING POSITION OF THE AUTHORITY AS PERMITTED BY SUBSECTION (A) (3) OF SECTION 2.2-3711 OF THE CODE OF VIRGINIA, 1950, AS AMENDED.

MOTION MADE BY MR. TURNER; 2<sup>ND</sup> BY MR. LARAMORE

VOTE CARRIED AS: MR. MORRIS - AYE  
MR. WYATT - AYE  
MR. LARAMORE - AYE  
MR. HAIRSTON - AYE  
MR. TURNER - AYE  
MR. REYNOLDS - AYE

MR. TURNER MOVED THE MEETING IMMEDIATELY RECONVENE INTO AN OPEN MEETING. THE MOTION WAS SECONDED BY MR. HAIRSTON AND CARRIED WITH THE MEMBERS PRESENT VOTING AS FOLLOWS:

MOTION MADE BY MR. TURNER; 2<sup>ND</sup> BY MR. LARAMORE  
VOTE CARRIED AS:

MR. MORRIS	- AYE
MR. WYATT	- AYE
MR. LARAMORE	- AYE
MR. HAIRSTON	- AYE
MR. TURNER	- AYE
MR. REYNOLDS	- AYE

UPON RECONVENING, MR. TURNER MOVED THAT THE BOARD ADOPT A RESOLUTION CERTIFYING THAT TO THE BEST OF EACH MEMBER'S KNOWLEDGE THAT (1) ONLY PUBLIC BUSINESS MATTERS LAWFULLY EXEMPTED FROM OPEN MEETING REQUIREMENTS UNDER SECTION 2.2-3711 AND (2) ONLY SUCH PUBLIC BUSINESS MATTERS AS WERE IDENTIFIED IN THE MOTION BY WHICH THE CLOSED MEETING WAS CONVENED WERE HEARD, DISCUSSED OR CONSIDERED IN THE CLOSED MEETING.

MOTION MADE BY MR. TURNER; 2<sup>ND</sup> BY MR. REYNOLDS  
VOTE CARRIED AS:

MR. MORRIS	- AYE
MR. WYATT	- AYE
MR. LARAMORE	- AYE
MR. HAIRSTON	- AYE
MR. TURNER	- AYE
MR. REYNOLDS	- AYE

A VERBAL MOTION APPROVING MOLD ABATEMENT AT 979 LOCKETT DRIVE IN AN AMOUNT NOT TO EXCEED \$50,000.

MOTION MADE BY MR. TURNER; 2<sup>ND</sup> BY MR. REYNOLDS  
VOTE CARRIED AS:

MR. MORRIS	- AYE
MR. WYATT	- AYE
MR. LARAMORE	- AYE
MR. HAIRSTON	- AYE
MR. TURNER	- NOT PRESENT
MR. REYNOLDS	- AYE

A VERBAL MOTION TO SUSPEND PAYMENT, WITH NO PENALTY, FOR THE MONTHS OF SEPTEMBER, OCTOBER, AND NOVEMBER, ADDING THREE MONTHS TO THE END OF LEASE BETWEEN GSO AVIATION AND THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA.

MOTION MADE BY MR. WYATT; 2<sup>ND</sup> BY MR. HAIRSTON  
VOTE CARRIED AS: MR. MORRIS - AYE  
MR. WYATT - AYE  
MR. LARAMORE - AYE  
MR. HAIRSTON - AYE  
MR. TURNER - AYE  
MR. REYNOLDS - AYE

MEETING ADJOURNED

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MR. RUSSELL REYNOLDS  
SECRETARY

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T. NEAL MORRIS  
CHAIRMAN

## Executive Summary

### Me's Burgers Grease Trap Installation

DOED is requesting approval to spend up to **\$7,865 (half of the total cost)** for the installation of a wastewater grease trap at Me's Burgers, 215 Main Street, Danville, Virginia.

PRESENTED: August 8, 2017

ADOPTED: August 8, 2017

RESOLUTION NO. 2017-\_\_\_\_.\_\_\_\_

A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING THE PAYMENT OF HALF THE TOTAL COST FOR THE INSTALLATION OF A WASTERWATER GREASE TRAP AT ME'S BURGERS IN AN AMOUNT NOT TO EXCEED \$7900.

NOW THEREFORE, BE IT RESOLVED by the Industrial Development Authority of Danville, Virginia, that it hereby approves and authorizes the payment of half the total cost for the Installation of a wastewater grease trap at Me's Burgers in an amount not to exceed \$7,900.

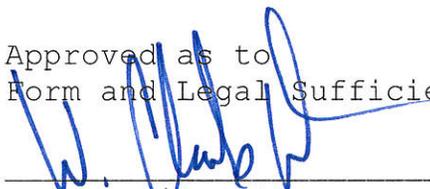
APPROVED:

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
SECRETARY

Approved as to  
Form and Legal Sufficiency:

  
\_\_\_\_\_  
City Attorney

## **Executive Summary**

### **Fire Sprinkler Services Required at Lockett Drive**

There has been a recent failure of the sprinkler system in the Lockett Drive building leased to Morrisette Paper. One-half of the building is currently unprotected by sprinklers, and to correct the issue, Fire Sprinkler Ltd. has located a dry valve replacement. Due to the age of the equipment, this was a challenge, but it is less costly than a full change over to a more modern system. The valve and installation cost is \$5950. Due to the critical nature of the failure, staff asked Chairman Morris to authorize the repair work and have the board ratify the action at the August meeting.

PRESENTED: August 8, 2017  
ADOPTED: August 8, 2017

RESOLUTION NO. 2017-\_\_\_\_.\_\_\_\_

RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA RATIFYING PRIOR ACTION TO FIX THE SPRINKLER SYSTEM AT 979 LOCKETT DRIVE FOR A COST NOT TO EXCEED \$6,000.

WHEREAS, the Authority desires to show full and complete compliance with any and all statutory requirements and full technical adherence to any and all legal, moral and ethical standards for the performance of its duties.

NOW THEREFORE, BE IT RESOLVED by the Industrial Development Authority of Danville, Virginia that:

All actions of the Chairman of the Authority, for and on behalf of the Authority prior to the date hereof are in all respects ratified, approved and confirmed for the action taken to fix the sprinkler system at 979 Lockett Drive for a cost not to exceed \$6,000.

AND BE IT FURTHER RESOLVED that the Chairman of the Industrial Development Authority of Danville, Virginia, is hereby authorized to approve and sign any required documents, amendments, change orders, and perform any other duties needed to complete the above-mentioned transaction.

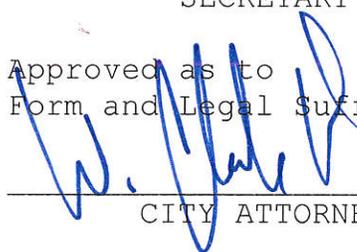
APPROVED:

\_\_\_\_\_  
CHAIRMAN

ATTEST:

\_\_\_\_\_  
SECRETARY

Approved as to  
Form and Legal Sufficiency:

  
\_\_\_\_\_  
CITY ATTORNEY

CERTIFICATE

I, the undersigned Secretary of the Industrial Development Authority of Danville, Virginia (the "Authority"), hereby certifies that the foregoing is a true, correct and complete copy of the Resolution duly adopted by a majority of the Directors of the Industrial Development Authority of Danville, Virginia present and voting at a meeting duly called and held on August 8, 2017, all in accordance with law, and that such Resolution has not been repealed, revoked or rescinded but is in full force and effect on the date hereof.

WITNESS my hand and the seal of the Authority this \_\_\_\_\_ day of August, 2017.

By \_\_\_\_\_  
SECRETARY

INDUSTRIAL DEVELOPMENT AUTHORITY OF  
THE CITY OF DANVILLE, VIRGINIA

## Executive Summary

### Essel Propack Signage Approval

Essel Propack has changed their logo and replaced signage on their facility in Airside Park. They are requesting the IDA update the entry sign into the park to reflect this change. Essel Propack will be providing the DOED with the new logo and the DOED will be contacting Powers Signs for an estimate to update this signage. DOED is requesting permission to cover the cost, which should not exceed \$500.

## **Executive Summary**

### **Essel Propack Signage Approval**

Essel Propack has changed their logo and replaced signage on their facility in Airside Park. They are requesting the IDA update the entry sign into the park to reflect this change. Essel Propack will be providing the DOED with the new logo and the DOED will be contacting Powers Signs for an estimate to update this signage. DOED is requesting permission to cover the cost, which should not exceed \$500.

PRESENTED: August 8, 2017

ADOPTED: August 8, 2017

RESOLUTION NO. 2017-\_\_\_\_.\_\_\_\_

A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING THE PAYMENT OF THE COST NOT TO EXCEED \$500 TO UPDATE THE ENTRY SIGN INTO THE AIRSIDE INDUSTRIAL PARK TO REFLECT ESSEL PROPACK'S NEW LOGO.

NOW THEREFORE, BE IT RESOLVED by the Industrial Development Authority of Danville, Virginia, that it hereby approves and authorizes the payment of the cost not to exceed \$500 to update the entry sign into the Airside Industrial Park to reflect Essel Propack's new logo.

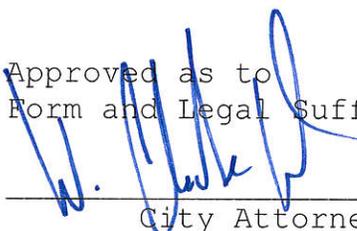
APPROVED:

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
SECRETARY

Approved as to  
Form and Legal Sufficiency:

  
\_\_\_\_\_  
City Attorney

## **Executive Summary**

### **Lou's Antiques Elevator Repair**

The freight elevator in Lou's Antiques has not received maintenance for many years. It has recently failed to work, and Thyssenkrupp Elevator has made a service call. DOED received a quote to perform a safety test and clean the controller contacts. Please see the attachment (noting that the building location is incorrect as it is currently noted as 527 Bridge).

PRESENTED: August 8, 2017

ADOPTED: August 8, 2017

RESOLUTION NO. 2017-\_\_\_\_.\_\_\_\_

A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING A SAFETY TEST AND CLEANING OF THE CONTROLLER CONTACTS FOR THE FREIGHT ELEVATOR AT LOU'S ANTIQUES, 231 MAIN STREET.

NOW THEREFORE, BE IT RESOLVED by the Industrial Development Authority of Danville, Virginia, that it hereby approves and authorizes a safety test and the cleaning of the controller contacts for the freight elevator at Lou's Antiques, located at 231 Main Street for a cost not to exceed \$2,995.

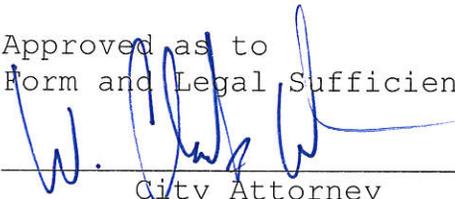
APPROVED:

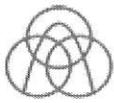
\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
SECRETARY

Approved as to  
Form and Legal Sufficiency:

  
\_\_\_\_\_  
City Attorney



thyssenkrupp

**WORK ORDER**

**Date:** August 02, 2017

**Purchaser:** Lou's Antiques Danville

**Location:** OLD BELT BUILDING

**Address:** 231 Main St

527 Bridge St

**City/State/Zip:** Danville, VA 24541

Danville, VA 24541-1405

Purchaser authorizes thyssenkrupp Elevator Corporation (referred to as "thyssenkrupp Elevator" hereafter) to perform the following work on the equipment and at the location described above, in exchange for the sum of **Two Thousand Nine Hundred Ninety Five Dollars (\$2,995.00)** plus any applicable tax pursuant to the terms and conditions contained in this Work Order (the "Work Order").

**Scope of Work:**

**Five Year Full Load**

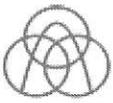
We will provide labor to perform a full load safety test per ANSI A17.3 and install test tags as required by code.

If the load test discloses any deficiencies in the operation of the equipment tested which are not covered under your service agreement, an additional proposal will be submitted for your approval for work needed to put the specific equipment in proper condition and in compliance with the above mentioned specifications.

thyssenkrupp Elevator will exercise caution and care in performing these tests, but will not be responsible for damage done to the building and/or equipment while performing the test. These tests impose greater than normal strains on the elevator equipment and related building structure. It is agreed that while conducting these tests, thyssenkrupp Elevator will be held harmless for any injury to persons, except employees of thyssenkrupp Elevator or damage to building or equipment, except equipment owned by thyssenkrupp Elevator.

Mechanic will also clean contacts.

No permits or inspections by others are included in this work, unless otherwise indicated herein. Delivery and shipping is included. All work is to be performed during regular working days and hours as defined in this Work Order unless otherwise indicated herein.



thyssenkrupp

## **Terms and Conditions**

thyssenkrupp Elevator does not assume any responsibility for any part of the vertical transportation equipment other than the specific components that are described in this Work Order and then only to the extent thyssenkrupp Elevator has performed the work described above.

No work, service, examination or liability on the part of thyssenkrupp Elevator is intended, implied or included other than the work specifically described above. It is agreed that thyssenkrupp Elevator does not assume possession or control of any part of the vertical transportation equipment and that such remains Purchaser's exclusively as the owner, lessor, lessee, possessor, or manager thereof.

Unless otherwise stated herein, thyssenkrupp Elevator's performance of this Work Order is expressly contingent upon Purchaser securing permission or priority as required by all applicable governmental agencies and paying for any and all applicable permits or other similar documents.

It is agreed that thyssenkrupp Elevator's personnel shall be given a safe place in which to work. thyssenkrupp Elevator reserves the right to discontinue its work in the location above whenever, in its sole opinion, thyssenkrupp Elevator believes that any aspect of the location is in any way unsafe until such time as Purchaser has demonstrated, at its sole expense, that it has appropriately remedied the unsafe condition to thyssenkrupp Elevator's satisfaction. Unless otherwise agreed, it is understood that the work described above will be performed during regular working days and hours which are defined as Monday through Friday, 8:00 AM to 4:30 PM (except scheduled union holidays). If overtime is mutually agreed upon, an additional charge at thyssenkrupp Elevator's usual rates for such work shall be added to the price of this Work Order.

In consideration of thyssenkrupp Elevator performing the work described above Purchaser, to the fullest extent permitted by law, expressly agrees to indemnify, defend, save harmless, discharge, release and forever acquit thyssenkrupp Elevator, its employees, officers, agents, affiliates, and subsidiaries from and against any and all claims, demands, suits, and proceedings made or brought against thyssenkrupp Elevator, its employees, officers, agents, affiliates and subsidiaries for loss, property damage (including damage to the equipment which is the subject matter of this Work Order), personal injury or death that are alleged to have been caused by Purchaser or any others in connection with the presence, use, misuse, maintenance, installation, removal, manufacture, design, operation or condition of the vertical transportation equipment that is the subject of this Work Order, or the associated areas surrounding such equipment. Purchaser's duty to indemnify does not apply to the extent that the loss, property damage (including damage to the equipment which is the subject matter of this Work Order), personal injury or death is determined to be caused by or resulting from the negligence of thyssenkrupp Elevator and/or its employees. Purchaser recognizes, however, that its obligation to defend thyssenkrupp Elevator and its employees, officers, agents, affiliates and subsidiaries under this clause is broader and distinct from its duty to indemnify and specifically includes payment of all attorney's fees, court costs, interest and any other expenses of litigation arising out of such claims or lawsuits.

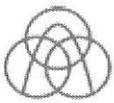
Purchaser expressly agrees to name thyssenkrupp Elevator along with its officers, agents, affiliates and subsidiaries as additional insureds in Purchaser's liability and any excess (umbrella) liability insurance policy(ies). Such insurance must insure thyssenkrupp Elevator, along with its officers, agents, affiliates and subsidiaries for those claims and/or losses referenced in the above paragraph, and for claims and/or or losses arising from the negligence or legal responsibility of thyssenkrupp Elevator and/or its officers, agents, affiliates and subsidiaries. Such insurance must specify that its coverage is primary and non-contributory. Purchaser hereby waives the right of subrogation.

thyssenkrupp Elevator shall not be liable for any loss, damage or delay caused by acts of government, labor, troubles, strikes, lockouts, fire, explosions, theft, riot, civil commotion, war, malicious mischief, acts of God, or any cause beyond its control. thyssenkrupp Elevator Corporation shall automatically receive an extension of time commensurate with any delay regarding the work called for in this Work Order.

In the event that this Work Order includes a safety test of any type or kind thyssenkrupp Elevator shall not be responsible for any damage to the equipment that is the subject matter of the test or the associated building structure, any of its contents or its appurtenances and Purchaser fully releases thyssenkrupp Elevator from all such damage.

Should loss of or damage to thyssenkrupp Elevator's material, tools or work occur at the location that is the subject of this Work Order, Purchaser shall compensate thyssenkrupp Elevator therefor, unless such loss or damage results solely from thyssenkrupp Elevator's own acts or omissions.

If any drawings, illustrations or descriptive matter are furnished with this Work Order, they are approximate and are submitted only to show the general style and arrangement of equipment being offered. Work Order.



thyssenkrupp

Purchaser shall bear all cost(s) for any reinspection of thyssenkrupp Elevator's work due to items outside the scope of this Work Order or for any inspection arising from the work of other trades requiring the assistance of thyssenkrupp Elevator.

Purchaser expressly agrees to waive any and all claims for consequential, special or indirect damages arising out of the performance of this Work Order and specifically releases thyssenkrupp Elevator from any and all such claims.

A service charge of 1.5% per month, or the highest legal rate, whichever is less, shall apply to delinquent accounts. In the event of any default of any of the payment provisions herein, Purchaser agrees to pay, in addition to any defaulted amount, any attorney fees, court costs and all other expenses, fees and costs incurred by thyssenkrupp Elevator in connection with the collection of that defaulted amount..

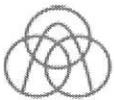
Purchaser agrees that this Work Order shall be construed and enforced in accordance with the laws of the state where the vertical transportation equipment that is the subject of this Work Order is located and consents to jurisdiction of the courts, both state and Federal, of that as to all matters and disputes arising out of this Work Order. Purchaser further agrees to waive trial by jury for all such matters and disputes.

The rights of thyssenkrupp Elevator under this Work Order shall be cumulative and the failure on the part of the thyssenkrupp Elevator to exercise any rights given hereunder shall not operate to forfeit or waive any of said rights and any extension, indulgence or change by thyssenkrupp Elevator in the method, mode or manner of payment or any of its other rights shall not be construed as a waiver of any of its rights under this Work Order.

In the event any portion of this Work Order is deemed invalid or unenforceable by a court of law, such finding shall not affect the validity or enforceability of any other portion of this Work Order.

This Work Order shall be considered as having been drafted jointly by Purchaser and thyssenkrupp Elevator and shall not be construed or interpreted against either Purchaser or thyssenkrupp Elevator by reason of either Purchaser or thyssenkrupp Elevator's role in drafting same.

In the event Purchaser's acceptance of the work called for in this Work Order is in the form of a purchase order or other kind of document, the provisions, terms and conditions of this Work Order shall exclusively govern the relationship between thyssenkrupp Elevator and Purchaser with respect to the work described herein.



thyssenkrupp

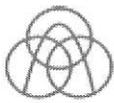
## Acceptance

This Work Order is submitted for acceptance within 30 days from the date executed by thyssenkrupp Elevator. Unless otherwise stated, the Purchaser agrees to pay as follows: 50% upon signed acceptance of this Work Order and \$1,497.50 upon completion of the work described in this Work Order.

Purchaser's acceptance of this Work Order will constitute exclusively and entirely the agreement for the work herein described. All prior representations or agreements regarding this work, whether written or verbal, will be deemed to be merged herein, and no other changes in or additions to this Work Order will be recognized unless made in writing and properly executed by both parties. No agent or employee of thyssenkrupp Elevator shall have the authority to waive or modify any of the terms of this Work Order without the written approval of an authorized thyssenkrupp Elevator manager. This Work Order specifically contemplates work outside the scope of any other contract currently in effect between the parties; any such contract shall be unaffected by this Work Order.

To indicate acceptance of this work order, please sign and return one (1) original of this agreement to the address shown below. Upon receipt of your written authorization and required materials and/or supplies, we shall implement the work called for in this Work Order.

<b>thyssenkrupp Elevator Corporation:</b>	<b>(PURCHASER):</b>
<p>By: _____ (Signature of thyssenkrupp Elevator Representative)</p> <p style="text-align: center;">Nick Farmakis Account Manager nicholas.farmakis@thyssenkrupp.com +1 540 5614223</p> <p style="text-align: center;">08-02-2017</p> <p>_____</p> <p style="text-align: center;">(Date of Submission)</p>	<p>By: _____ (Signature of Authorized Individual)</p> <p style="text-align: center;">Mike Kendrick</p> <p>_____</p> <p style="text-align: center;">(Print or Type Name)</p> <p>_____</p> <p style="text-align: center;">(Print or Type Title)</p> <p>_____</p> <p style="text-align: center;">(Date of Acceptance)</p>
<b><u>thyssenkrupp Elevator Corporation Approval</u></b>	
<p>_____</p> <p style="text-align: center;">(Date of Approval)</p>	<p>_____</p> <p style="text-align: center;">(Signature of Branch Representative)</p> <p style="text-align: center;">Dean Colozza Branch Manager</p>



thyssenkrupp

**SCHEDULING AND PRODUCTION  
REQUEST FOR PAYMENT**

Please Remit To: thyssenkrupp Elevator Corporation  
PO Box 933004  
Atlanta, GA 31193-3004

Attn: Mike Kendrick

Date	Terms	Reference ID	Customer Reference # / PO
August 02, 2017	Immediate	ACIA-1BF3DSK	

Total Contract Price:		\$2,995.00
Down Payment:	(50% )	\$1,497.50
Amount Due upon Acceptance:		\$1,497.50

For inquiries regarding your contract or services provided by thyssenkrupp Elevator, please contact your local account manager at +1 540 5614223. To make a payment by phone using your check or credit card, please call 786-336-5216 with the reference information provided below.

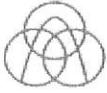
Thank you for choosing thyssenkrupp Elevator Corporation. We appreciate your business.

Please detach the below section and provide along with payment.

Customer Name: Lou's Antiques Danville  
Location Name: OLD BELT BUILDING  
Customer Number:

**Remit To:**  
thyssenkrupp Elevator Corporation  
PO Box 933004  
Atlanta GA 31193-3004

Reference ID:	ACIA-1BF3DSK
Remittance Amount:	\$1,497.50



thyssenkrupp

**WORK ORDER**

**Date:** August 02, 2017

**Purchaser:** Lou's Antiques Danville

**Location:** OLD BELT BUILDING

**Address:** 231 Main St

527 Bridge St

**City/State/Zip:** Danville, VA 24541

Danville, VA 24541-1405

Purchaser authorizes thyssenkrupp Elevator Corporation (referred to as "thyssenkrupp Elevator" hereafter) to perform the following work on the equipment and at the location described above, in exchange for the sum of **Two Thousand Nine Hundred Ninety Five Dollars (\$2,995.00)** plus any applicable tax pursuant to the terms and conditions contained in this Work Order (the "Work Order").

**Scope of Work:**

**Five Year Full Load**

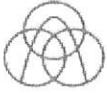
We will provide labor to perform a full load safety test per ANSI A17.3 and install test tags as required by code.

If the load test discloses any deficiencies in the operation of the equipment tested which are not covered under your service agreement, an additional proposal will be submitted for your approval for work needed to put the specific equipment in proper condition and in compliance with the above mentioned specifications.

thyssenkrupp Elevator will exercise caution and care in performing these tests, but will not be responsible for damage done to the building and/or equipment while performing the test. These tests impose greater than normal strains on the elevator equipment and related building structure. It is agreed that while conducting these tests, thyssenkrupp Elevator will be held harmless for any injury to persons, except employees of thyssenkrupp Elevator or damage to building or equipment, except equipment owned by thyssenkrupp Elevator.

Mechanic will also clean contacts.

No permits or inspections by others are included in this work, unless otherwise indicated herein. Delivery and shipping is included. All work is to be performed during regular working days and hours as defined in this Work Order unless otherwise indicated herein.



thyssenkrupp

## **Terms and Conditions**

thyssenkrupp Elevator does not assume any responsibility for any part of the vertical transportation equipment other than the specific components that are described in this Work Order and then only to the extent thyssenkrupp Elevator has performed the work described above.

No work, service, examination or liability on the part of thyssenkrupp Elevator is intended, implied or included other than the work specifically described above. It is agreed that thyssenkrupp Elevator does not assume possession or control of any part of the vertical transportation equipment and that such remains Purchaser's exclusively as the owner, lessor, lessee, possessor, or manager thereof.

Unless otherwise stated herein, thyssenkrupp Elevator's performance of this Work Order is expressly contingent upon Purchaser securing permission or priority as required by all applicable governmental agencies and paying for any and all applicable permits or other similar documents.

It is agreed that thyssenkrupp Elevator's personnel shall be given a safe place in which to work. thyssenkrupp Elevator reserves the right to discontinue its work in the location above whenever, in its sole opinion, thyssenkrupp Elevator believes that any aspect of the location is in any way unsafe until such time as Purchaser has demonstrated, at its sole expense, that it has appropriately remedied the unsafe condition to thyssenkrupp Elevator's satisfaction. Unless otherwise agreed, it is understood that the work described above will be performed during regular working days and hours which are defined as Monday through Friday, 8:00 AM to 4:30 PM (except scheduled union holidays). If overtime is mutually agreed upon, an additional charge at thyssenkrupp Elevator's usual rates for such work shall be added to the price of this Work Order.

In consideration of thyssenkrupp Elevator performing the work described above Purchaser, to the fullest extent permitted by law, expressly agrees to indemnify, defend, save harmless, discharge, release and forever acquit thyssenkrupp Elevator, its employees, officers, agents, affiliates, and subsidiaries from and against any and all claims, demands, suits, and proceedings made or brought against thyssenkrupp Elevator, its employees, officers, agents, affiliates and subsidiaries for loss, property damage (including damage to the equipment which is the subject matter of this Work Order), personal injury or death that are alleged to have been caused by Purchaser or any others in connection with the presence, use, misuse, maintenance, installation, removal, manufacture, design, operation or condition of the vertical transportation equipment that is the subject of this Work Order, or the associated areas surrounding such equipment. Purchaser's duty to indemnify does not apply to the extent that the loss, property damage (including damage to the equipment which is the subject matter of this Work Order), personal injury or death is determined to be caused by or resulting from the negligence of thyssenkrupp Elevator and/or its employees. Purchaser recognizes, however, that its obligation to defend thyssenkrupp Elevator and its employees, officers, agents, affiliates and subsidiaries under this clause is broader and distinct from its duty to indemnify and specifically includes payment of all attorney's fees, court costs, interest and any other expenses of litigation arising out of such claims or lawsuits.

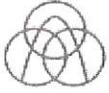
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thyssenkrupp

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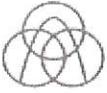
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The rights of thyssenkrupp Elevator under this Work Order shall be cumulative and the failure on the part of the thyssenkrupp Elevator to exercise any rights given hereunder shall not operate to forfeit or waive any of said rights and any extension, indulgence or change by thyssenkrupp Elevator in the method, mode or manner of payment or any of its other rights shall not be construed as a waiver of any of its rights under this Work Order.

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In the event Purchaser's acceptance of the work called for in this Work Order is in the form of a purchase order or other kind of document, the provisions, terms and conditions of this Work Order shall exclusively govern the relationship between thyssenkrupp Elevator and Purchaser with respect to the work described herein.



thyssenkrupp

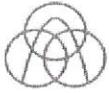
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To indicate acceptance of this work order, please sign and return one (1) original of this agreement to the address shown below. Upon receipt of your written authorization and required materials and/or supplies, we shall implement the work called for in this Work Order.

thyssenkrupp Elevator Corporation:	(PURCHASER):
<p>By: _____            (Signature of thyssenkrupp Elevator Representative)</p> <p style="text-align: center;">Nick Farmakis            Account Manager            nicholas.farmakis@thyssenkrupp.com            +1 540 5614223</p> <p style="text-align: center;">08-02-2017</p> <p>_____</p> <p style="text-align: center;">(Date of Submission)</p>	<p>By: _____            (Signature of Authorized Individual)</p> <p style="text-align: center;">Mike Kendrick</p> <p>_____</p> <p style="text-align: center;">(Print or Type Name)</p> <p>_____</p> <p style="text-align: center;">(Print or Type Title)</p> <p>_____</p> <p style="text-align: center;">(Date of Acceptance)</p>
<b>thyssenkrupp Elevator Corporation Approval</b>	
<p style="text-align: center;">_____ (Date of Approval)</p> <p style="text-align: center;">_____ (Signature of Branch Representative)</p> <p style="text-align: center;">Dean Colozza            Branch Manager</p>	



thyssenkrupp

**SCHEDULING AND PRODUCTION  
REQUEST FOR PAYMENT**

Please Remit To: thyssenkrupp Elevator Corporation  
PO Box 933004  
Atlanta, GA 31193-3004

Attn: Mike Kendrick

Date	Terms	Reference ID	Customer Reference # / PO
August 02, 2017	Immediate	ACIA-1BF3DSK	

Total Contract Price:		\$2,995.00
Down Payment:	(50% )	\$1,497.50
Amount Due upon Acceptance:		\$1,497.50

For inquiries regarding your contract or services provided by thyssenkrupp Elevator, please contact your local account manager at +1 540 5614223. To make a payment by phone using your check or credit card, please call 786-336-5216 with the reference information provided below.

Thank you for choosing thyssenkrupp Elevator Corporation. We appreciate your business.

Please detach the below section and provide along with payment.

Customer Name: Lou's Antiques Danville  
Location Name: OLD BELT BUILDING  
Customer Number:

**Remit To:**  
thyssenkrupp Elevator Corporation  
PO Box 933004  
Atlanta GA 31193-3004

Reference ID:	ACIA-1BF3DSK
Remittance Amount:	\$1,497.50

## **Executive Summary**

### **Request to City for Right of Way Abandonment**

The DOED is requesting that the IDA approve and authorize the Chairman to file an application for Right of Way Abandonment on Bridge Street adjacent to PIN 21484 (GIS Image attached). The cost for applying is \$250.

PRESENTED: August 8, 2017

ADOPTED: August 8, 2017

RESOLUTION NO. 2017-\_\_\_\_.\_\_\_\_

A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING THE CHAIRMAN TO EXECUTE AN APPLICATION FOR A RIGHT-OF-WAY ABANDONMENT.

NOW THEREFORE, BE IT RESOLVED by the Industrial Development Authority of Danville, Virginia, that it hereby approves and authorizes the Chairman to execute an application for right-of-way abandonment for the right-of-way adjacent to the property identified as Parcel #21484, substantially in the form attached hereto.

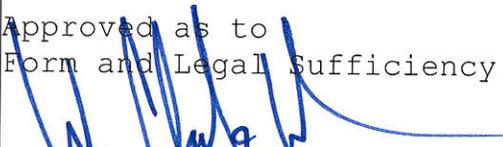
APPROVED:

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
SECRETARY

Approved as to  
Form and Legal Sufficiency:

  
\_\_\_\_\_  
City Attorney



**NEWTON STREET**  
(60' R/W)

24370  
CARRINGTON CENTER LLC  
INST. No. 07-0005554  
SEE ALSO M.B. 9, PG. 7

ZONE X  
APPROX. LIMIT OF BLDG. FT. 000 PLANNING AS SHOWN ON I.A.M.A. FLUIDWAY MAP

**0.720 AC.**  
21484  
DANVILLE 2006 LL  
INST. No. 07-00042

GRASS  
BLDG. 0.4' FROM LINE  
N 39°03'38" E  
60.15' (TIE)  
RAMP  
BLDG. CORNER  
14-70.12  
MANHOLE

CHISELED "X" IN CONC(S)

S 47°06'03" E  
226.99'  
N 47°06'03" W  
156.28'

BLDG. 14.5' OVER LINE  
BRICK WALK

CHISELED "X" IN CONC(S)

**0.862 AC.**  
(TOTAL - 2 PINS)  
21486 & 21488  
DANVILLE 2006 LLC  
INST. No. 07-0004277  
SEE ALSO M.B. 2, PG. 8,  
M.B. 3, PG. 24,  
& D.B. 49, PG. 211 (PLAT)

TRANSFORMER & PAD  
A/C & PAD  
GAS METER  
FIRE ESCAPE

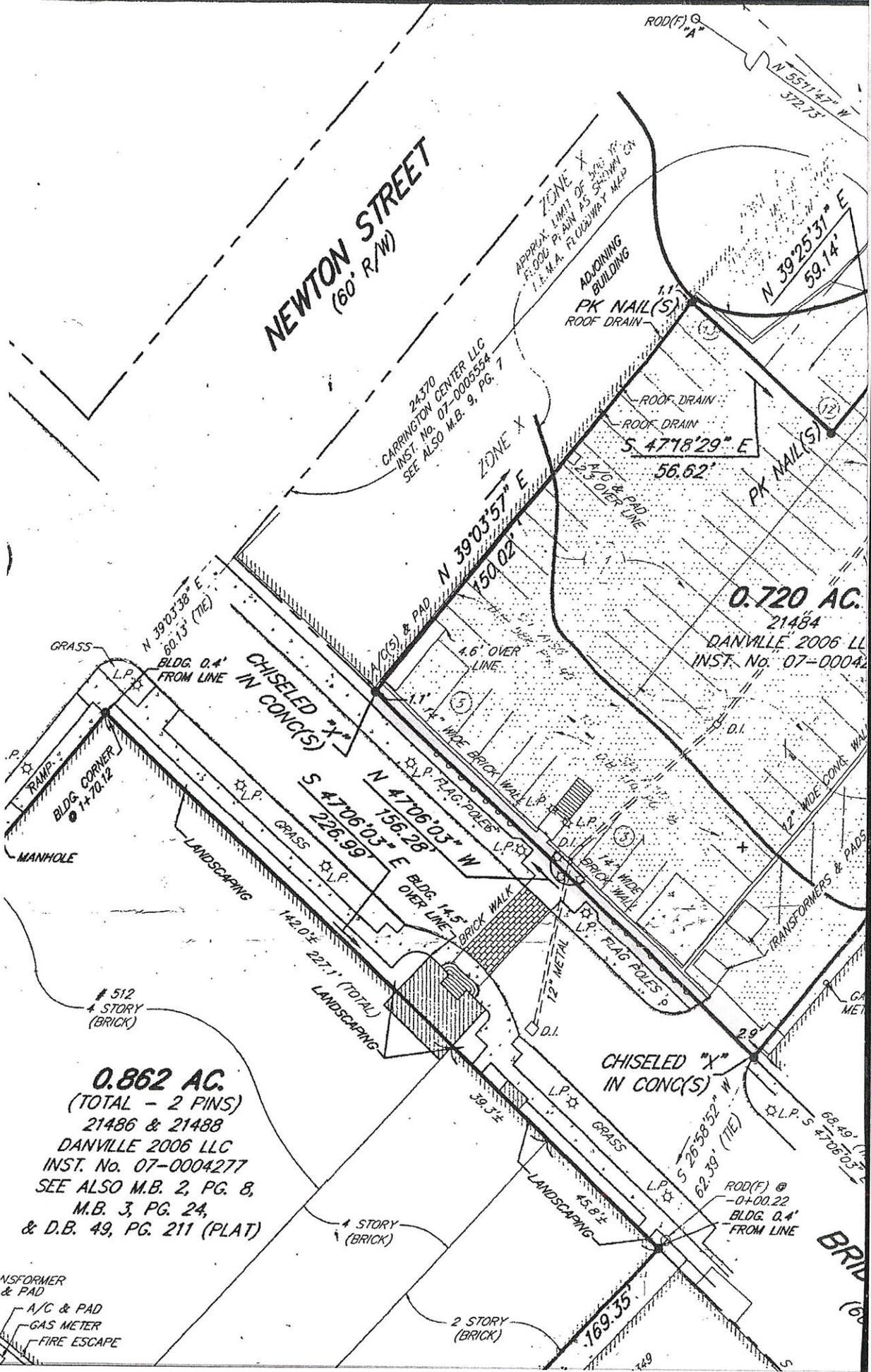
1 STORY (BRICK)

2 STORY (BRICK)

169.35'

ROD(F) @ -0+00.22  
BLDG. 0.4' FROM LINE

BRIDGE



**City of Danville**  
**Public Works Engineering**  
 P.O. Box 3300  
 Danville, VA 24543  
 (434) 799-5019



**Application for Right-Of-Way Abandonment**  
**(Please Type or Print All Information)**

**Applicant Information:** This section must be filled out and submitted to the City Engineer. A fee of \$250.00 (approximately) to cover the application and advertising costs is due when the City has completed the preliminary review process. The applicant will be notified when this process is complete.

**Part 1 (to be completed by applicant)**

Applicant's Name	Industrial Development Authority of Danville	Telephone	
Applicant's Address		City/State/Zip	
Applicant's Email Address			
Agent's Name & Address (if applicable)			

Location of Abandonment Request (must include an attached plat or parcel map with parcel ID number identifying the location of abandonment)

Specify if request is to abandon parcel or right-of-way:

Right of way adjacent to PIN 21484

State why abandonment is being requested:

The request is being made because the existing flag poles are partially location on the IDA property and partially on the city right of way. This change will allow the poles to be located entirely on the IDA property.

Please provide name and complete address of the owner(s) of all property located adjacent to or directly across a street from the property for which the vacation is being requested.

Name: \_\_\_\_\_  
Parcel Map ID: \_\_\_\_\_  
Address: \_\_\_\_\_

I hereby apply for abandonment for the property described herein subject to all City and State laws, ordinances and regulations. I hereby grant appropriate City officials the right to enter upon the above described property during normal business hours to conduct any inspection necessary. I hereby certify, under penalties of perjury, that the above information is true and correct.

\_\_\_\_\_  
Signature of Applicant/Agent

\_\_\_\_\_  
Signature of Owner(s) consent if different from applicant



**Part 2 (to be completed by City)**

Date completed application received: \_\_\_\_\_

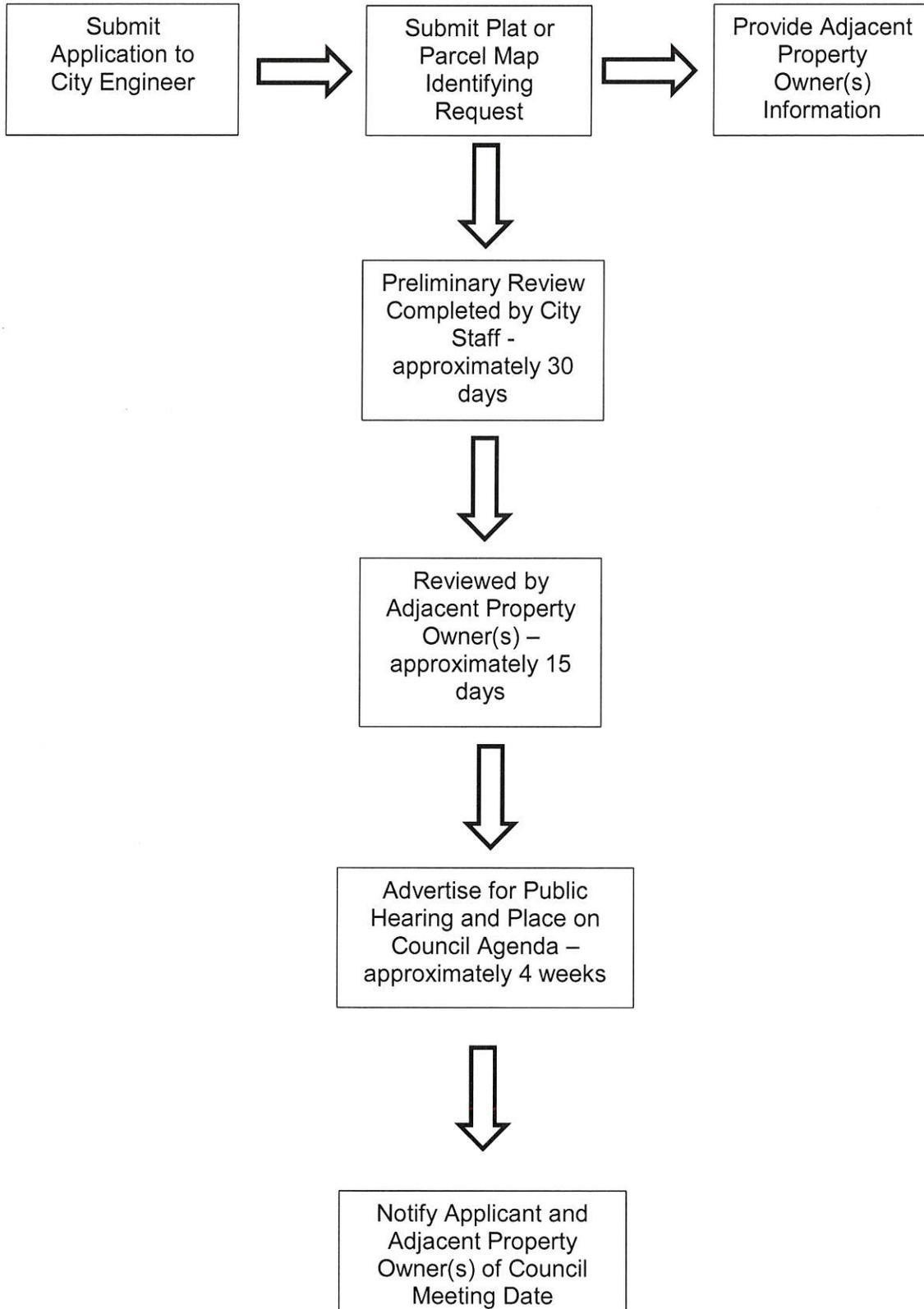
Date preliminary review process completed: \_\_\_\_\_

Date Application fee received: \_\_\_\_\_ Date of Advertisements: \_\_\_\_\_

Date of City Council Public Hearing: \_\_\_\_\_

Action by City Council: Date \_\_\_\_\_ Approved  Denied

### Right-of-Way Abandonment Flow Chart



Existing Property Line

Existing Property Line

3.5'

3.5'

4' Clear Space  
Around Street Light

4' Clear Space  
Around Street Light

Proposed  
Landscaped  
Area

Proposed  
Concrete  
Sidewalk

Proposed R/W  
to be Donated  
Area = 554 SF+/-

BRIDGE ST

**Legend**

- Flagpole
- Street Light
- p-concrete



## 500 Block Bridge Street Improvements Proposed Right-of-Way

