



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

P.O. Box 3300  
Danville, Virginia 24543

February 9, 2018

**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, February 13, 2018, 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  
Kelvin Perry, 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, FEBRUARY 13, 2018**

**AGENDA**

CALL TO ORDER

ROLL CALL

INDUSTRIAL DEVELOPMENT AUTHORITY:

1. APPROVAL OF MINUTES FROM REGULARLY CALLED MEETING ON JANUARY 9, 2018.
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 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.
5. A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA AUTHORIZING AND APPROVING AN AGREEMENT WITH THE DEPARTMENT OF THE ARMY TO USE THE PARKING KNOWN AS THE SCHOOLFIELD PARKING LOT, LOCATED ON BISHOP AVENUE FOR TRAINING OF SOLDIERS.
6. 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 THE CITY OF DANVILLE, VIRGINIA FOR 816 MONUMENT STREET.
7. A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA (IDA) APPROVING AND AUTHORIZING A REQUEST TO THE CITY OF DANVILLE, VIRGINIA TO RELEASE AN EASEMENT IN FAVOR OF THE UTILITIES DEPARTMENT TO FACILITATE THE SALE OF PROPERTY OWNED BY THE IDA.

8. A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING IMPROVEMENTS IN AN AMOUNT NOT TO EXCEED \$200,000 FOR IMPROVEMENTS TO THE BUILDING AT 317 CRAGHEAD STREET.
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  
JANUARY 9, 2018**

PURSUANT TO A WRITTEN NOTICE DATED JANUARY 4, 2018, 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, JANUARY 9, 2018, 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  
                  LONDON WYATT  
                  JOHN H. LARAMORE  
                  RUSSELL D. REYNOLDS, SECRETARY-ARRIVED LATE  
                  MAX R. GLASS

ABSENT:

ALSO PRESENT:   W. CLARKE WHITFIELD, JR., CITY ATTORNEY  
                  KIMBERLY FORD, LEGAL ASSISTANT  
                  CORRIE TEAGUE, ECONOMIC DEVELOPMENT  
                  KELVIN PERRY, ECONOMIC DEVELOPMENT  
                  LINWOOD WRIGHT, ECONOMIC DEVELOPMENT  
                  MICHAREL ADKINS, FINANCE

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

**MINUTES**

COPIES OF THE MINUTES OF THE DECEMBER 9, 2017, MEETING WERE DISTRIBUTED TO THE MEMBERS WITH THEIR AGENDA PACKET. A MOTION WAS MADE BY MR. HAIRSTON TO APPROVE THE MINUTES. THE MOTION WAS SECONDED BY MR. REYNOLDS 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
DR. GLASS	- 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. LARAMORE 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
DR. GLASS	- AYE

**RESOLUTIONS**

**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 A LA CARTE AT 319 CRAGHEAD STREET.**

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

VOTE CARRIED AS:

MR. MORRIS	- AYE
MR. LARAMORE	- AYE
MR. HAIRSTON	- AYE
MR. TURNER	- AYE
MR. REYNOLDS	- AYE
DR. GLASS	- AYE

**A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING THE INSTALLATION OF LIGHTS AND PAINTING AT ACREES WAREHOUSE LOCATED AT 312 BRIDGE STREET.**

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
DR. GLASS	- 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. HAIRSTON

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

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

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

A MOTION WAS MADE RETAIN THE GOODWILL PROPERTY LOCATED ON WEST  
MAIN STREET AND NOT SALE TO CHURCH.

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

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

MR. WHITFIELD ADVISED THE BOARD THAT COUNCILMAN VOGLAR HAD ASKED ABOUT HAVING THE IDA MEETINGS TELEVISED, WHICH WOULD REQUIRE THEY MEET IN COUNCIL CHAMBERS, THE CROSS THE HALL FOR CLOSED MEETING, AND RETURN TO COUNCIL CHAMBERS UPON RECONVENING IN OPEN SESSION. A CONSENSUS WAS TAKING BY THE CHAIRMAN, AND THE BOARD MAJORITY WAS AGAINST GOING AHEAD WITH THIS.

MEETING ADJOURNED

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MR. RUSSELL REYNOLDS  
SECRETARY

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T. NEAL MORRIS  
CHAIRMAN

## **Executive Summary**

### **W. Hunter Brynes, Steven P. Gould, and Brynes Gould, PLLC 310-312 Main Street**

W. Hunter Brynes and Steven P. Gould D/B/A Brynes Gould, PLLC, request to enter into a one (1) year lease for the third floor of 310 Main Street and spaces located in 312 Main Street. The rent will be \$1,500 per month, with a security deposit equal to one month's rent. The tenant will be responsible for paying utilities at both locations.

PRESENTED: February 13, 2018

ADOPTED: February 13, 2018

RESOLUTION NO. 2018-\_\_\_\_.\_\_\_\_

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.

NOW THEREFORE, BE IT RESOLVED by the Industrial Development Authority of Danville, Virginia, that it hereby approves and authorizes 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, substantially in the form attached hereto; and

BE IT FURTHER RESOLVED by the Industrial Development Authority of Danville, Virginia, that it hereby directs the Chairman, or in his absence any officer, to execute the lease and any other documents necessary to complete the transaction described in this resolution.

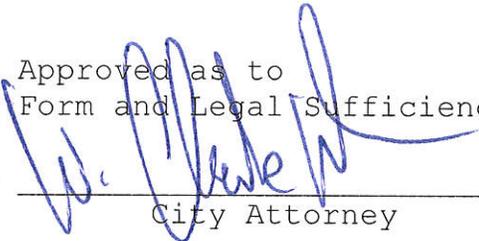
APPROVED

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary

Approved as to  
Form and Legal Sufficiency:

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

## Executive Summary

### PARKING AGREEMENT WITH THE DEPARTMENT OF THE ARMY

Staff is requesting the IDA to approve and authorize a resolution approving and authorizing an agreement, in a form approved by the by the City Attorney and IDA Chairman, with the Department of the Army to use the parking lot known as The Schoolfield Parking Lot, located on Bishop Avenue during on the road soldiers Drivers Training. The will be teaching soldiers how to perform proper backing procedures and parking procedures for military vehicles.

Contact for this agreement is: SSG James O. Mills  
VARRING Training NCO  
Virginia Army National Guard  
Department of the Army  
1710 Transportation Company  
315 Commonwealth Blvd.  
Martinsville, VA 24112  
(276) 525-6294  
James.o.mills3.mil@mail.mil

PRESENTED: February 13, 2018

ADOPTED: February 13, 2018

RESOLUTION NO. 2018-\_\_\_\_.\_\_\_\_

A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA AUTHORIZING AND APPROVING AN AGREEMENT WITH THE DEPARTMENT OF THE ARMY TO USE THE PARKING KNOWN AS THE SCHOOLFIELD PARKING LOT, LOCATED ON BISHOP AVENUE FOR TRAINING OF SOLDIERS.

NOW THEREFORE, BE IT RESOLVED by the Industrial Development Authority of Danville, Virginia (IDA) that it hereby authorizes and approves an agreement with the Department of the Army, contact James O. Mills, SSG VARRNG, Training NCO, in a form approved by the City Attorney and the Industrial Development Authority Chairman, to use the parking lot known as the Schoolfield Parking Lot, located on Bishop Avenue for vehicle training of soldiers upon presentation of liability coverage; and

BE IT FURTHER RESOLVED, that the IDA hereby authorizes and approves the Chairman, or in his absence the Vice Chairman, to execute any and all documentation needed in regards to the above-referenced usage.

APPROVED:

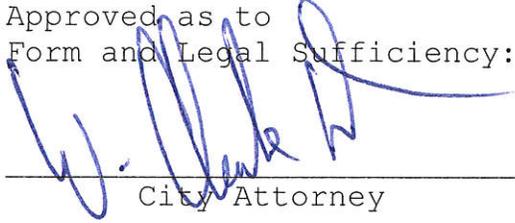
\_\_\_\_\_  
Chairman

ATTEST:

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Secretary

Approved as to  
Form and Legal Sufficiency:

A handwritten signature in blue ink, appearing to be "W. [unclear]", written over a horizontal line.

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City Attorney

## Executive Summary

### IDA LEASE OF CITY-OWNED PROPERTY LOCATED AT 816 MONUMENT STREET, WHICH THE IDA WILL SUBLEASE TO SOUTHERN STATES

The Utilities Department of the City of Danville, Virginia is requesting that the IDA lease 24,934 square feet of space located at 816 Monument Street, commonly known as Warehouse #2, owned by the City of Danville and as shown on the attached map in yellow. The lease will run from February 1, 2018, until December 31, 2018. The IDA will sublease this property to Southern States allowing them to stay in the warehouse through December 31, 2018. The sublease rent will be for \$2,300, of which the IDA will pay \$2,000 to the City and make \$300 a month for managing this subleased property.

PRESENTED: February 13, 2018  
ADOPTED: February 13, 2018

RESOLUTION NO. 2018-\_\_\_\_.\_\_\_\_

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 THE CITY OF DANVILLE, VIRGINIA FOR 816 MONUMENT STREET.

NOW THEREFORE, BE IT RESOLVED by the Industrial Development Authority of Danville, Virginia, (IDA) that it hereby approves and authorizes the IDA to enter into a Lease Agreement with the City of Danville, Virginia to lease 24,934 square feet of City owned property, as shown in yellow on attached plat, located at 816 Monument Street, commonly known as Warehouse Number 2, for 11 months, starting February 1, 2018 until December 31, 2018, in a form approved by the City Attorney and the IDA Chairman; and

BE IT FURTHER RESOLVED by the IDA that it approves and authorises the IDA to sublease the City owned leased space at 816 Monument Street, commonly known as Warehouse #2, to Southern States for 11 months, starting February 1, 2018 until December 31, 2018, in a form approved by the City Attorney and the IDA Chairman; and

BE IT FINALLY RESOLVED by the IDA that it hereby directs the Chairman, or in his absence any officer, to

execute the lease and any other documents necessary to complete the transaction described in this resolution.

APPROVED:

\_\_\_\_\_

Chairman

ATTEST:

\_\_\_\_\_

Secretary

Approved as to  
Form and Legal Sufficiency:

\_\_\_\_\_

City Attorney



## Executive Summary

### SALE OF PROPERTY IN LUMPKINS FOREST

The IDA currently owns property in Lumpkins Forest Subdivision, that they acquired by Quitclaim Deed on July 11, 2003, from Clement & Wheatley Land Trust. The IDA accepted this land in anticipation of an economic project coming to the area, that would require a pipeline to run through that land. The project never came to fruition; therefore the land is no longer needed. The abutting landowner would like to buy the property, but without the City's easement on it.

Therefore, the staff is requesting the IDA to approve and authorize a resolution to request that City Council to release an easement the City has on IDA owned property, in favor of the Utilities Department, to facilitate the sale of the property. The property is further identified as GPIN 2420-30-7610, Lot 9 Section C, Lumpkins Forest Subdivision, fronting forest Road Drive.

PRESENTED: February 13, 2018

ADOPTED: February 13, 2018

RESOLUTION NO. 2018-\_\_\_\_.\_\_\_\_

A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA (IDA) APPROVING AND AUTHORIZING A REQUEST TO THE CITY OF DANVILLE, VIRGINIA TO RELEASE AN EASEMENT IN FAVOR OF THE UTILITIES DEPARTMENT TO FACILITATE THE SALE OF PROPERTY OWNED BY THE IDA.

NOW THEREFORE, BE IT RESOLVED by the Industrial Development Authority of Danville, Virginia (IDA) that it hereby approves and authorizes a request to the City of Danville, Virginia to release an easement, in favor of the Utilities Department, to facilitate the sale of property owned by the IDA, further identified as GPIN 2420-30-7610, Lot 9 Section C, Lumpkins Forest Subdivision, fronting on Forestroad Drive which location map and said easement are attached hereto, and made a part hereof this resolution.

APPROVED:

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary

Approved as to  
Form and Legal Sufficiency:

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

## **Executive Summary**

### **FUNDING FOR IMPROVEMENTS TO 317 CRAGHEAD STREET**

The Economic Development Staff is requesting an amount not to exceed \$200,000, to make improvements to 317 Craghead Street. The scope of the works she includes but not be limited to the following:

1. Structural improvements to the SW corner of the exterior wall
2. Updating electrical
3. Adding HVAC
4. Painting
5. Adding a fire rated door between 317 & 319 Craghead Street
6. Adding a bathroom
7. Adding a storage closet
8. Any additional items that may need to be taken care of

PRESENTED: February 13, 2018

ADOPTED: February 13, 2018

RESOLUTION NO. 2018-\_\_\_\_.\_\_\_\_

A RESOLUTION OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA APPROVING AND AUTHORIZING IMPROVEMENTS IN AN AMOUNT NOT TO EXCEED \$200,000 FOR IMPROVEMENTS TO THE BUILDING AT 317 CRAGHEAD STREET.

NOW THEREFORE, BE IT RESOLVED by the Industrial Development Authority of Danville, Virginia (IDA) that it does hereby approve and authorize, the expenditure of up to \$200,000 for building improvements at 317 Craghead Street; and

BE IT FURTHER RESOLVED, the Chairman, or in his absence any other member is hereby, authorized to execute any documents necessary to complete the above transaction.

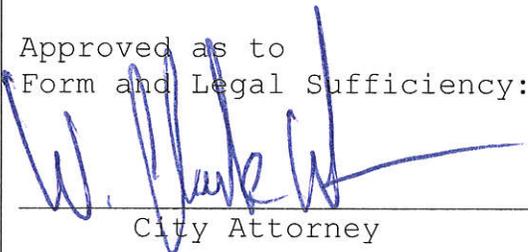
APPROVED:

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary

Approved as to  
Form and Legal Sufficiency:

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