

DANVILLE-PITTSYLVANIA REGIONAL INDUSTRIAL FACILITY AUTHORITY

Minutes

January 11, 2018

The Regular Meeting of the Danville-Pittsylvania Regional Industrial Facility Authority convened at 12:14 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 Robert Warren, Ronald Searce and Alternate Elton W. Blackstock.

City/County staff members attending were: City Manager Ken Larking, Pittsylvania County Administrator David Smitherman, Assistant County Administrator for Planning & Development Gregory Sides, City of Danville Director of Economic Development Telly Tucker, Assistant Director of Economic Development Corrie Teague Bobe, Project Manager Kelvin Perry, Pittsylvania County Director of Economic Development Matt Rowe, City of Danville Director of Finance Michael Adkins, Senior Accountant Henrietta Weaver, Clement Wheatley Attorney Michael Guanzon and Secretary to the Authority Susan DeMasi. Also present were Shawn Harden from Dewberry & Davis and Danville City Council Member Madison Whittle.

Chairman Saunders presided and welcomed Mr. Ron Searce to the Board.

PUBLIC COMMENT PERIOD

No one desired to be heard.

APPROVAL OF MINUTES FOR THE DECEMBER 11, 2017 MEETING

Upon **Motion** by Mr. Warren and **second** by Mr. Shanks, Minutes of the December 11, 2017 Meeting were approved as presented. Draft copies had been distributed to Authority Members prior to the Meeting.

NEW BUSINESS

5A. CONSIDERATION – ELECTION AND REAPPOINTMENT OF OFFICERS FOR CALENDAR YEAR 2017

1. Election of Chairman from Pittsylvania County Member Locality. RIFA Attorney Michael Guanzon explained the by-laws and Virginia Code provide that the officer's terms are on a calendar year basis and as part of the by-laws, they rotate between the City and the County. This year, the Board will have to have a Chairman from the County and a Vice Chairman from the City.

Mr. Searce **moved** to appoint Bob Warren Chairman of the Authority; the Motion was **seconded** by Mr. Shanks and carried by the following vote:

VOTE: 4-0
AYE: Warren, Searce, Saunders and Shanks (4)
NAY: None (0)

2. Election of Vice Chairman of the Authority from the Danville Member Locality.

Mr. Shanks **moved** to nominate Sherman Saunders as Vice Chairman of the Authority; the Motion was **seconded** by Mr. Warren and carried by the following vote:

DANVILLE-PITTSYLVANIA REGIONAL INDUSTRIAL FACILITY AUTHORITY

Minutes

January 11, 2018

VOTE: 4-0
AYE: Warren, Searce, Saunders and Shanks (4)
NAY: None (0)

3. Reappointment of Secretary from the Authority's Staff.

Mr. Shanks **moved** for reappointment of Susan M. DeMasi as secretary of the Authority; the Motion was **seconded** by Mr. Searce and carried by the following vote:

VOTE: 4-0
AYE: Warren, Searce, Saunders and Shanks (4)
NAY: None (0)

4. Reappointment of Treasurer from the Authority's Staff

Mr. Warren **moved** to reappoint Michael Adkins as Treasurer of the Authority; the Motion was **seconded** by Mr. Shanks and carried by the following vote:

VOTE: 4-0
AYE: Warren, Searce, Saunders and Shanks (4)
NAY: None (0)

Mr. Saunders handed the meeting over to Mr. Warren.

5B. FINANCIAL STATUS REPORT AS OF DECEMBER 11, 2017

Authority Treasurer Michael Adkins gave the Financial Status report as of December 11, 2017 beginning with the \$7.3M Bonds for Cane Creek which showed no activity for the month of December. General Expenditures shows RIFA finished paying for the Annual Audit by Brown, Edwards which was \$8,400, and spent \$261 on meals. Mega Park Funding Other than Bond Funds showed no activity for the month of December; Berry Hill Lot 4 Site Development shows \$13,600 expended to Dewberry for Amendment #17, and for work on Project #1250. Rent, Interest and Other Income shows RIFA received \$85,000 from Wilmot Properties per the Sales Agreement, rent received of \$21,400 from the Institute for the Hawkins' Building, \$423 in interest, \$500 for Easement and Right of Way with regard to property at the Cyber Park and RIFA paid \$21,400 to the Institute for the maintenance agreement for the Hawkins Building.

Mr. Shanks **moved** to accept the Financial Report as presented; the Motion was **seconded** by Mr. Searce and carried by the following vote:

VOTE: 4-0
AYE: Warren, Searce, Saunders and Shanks (4)
NAY: None (0)

6. CLOSED SESSION

[During the closed session, all matters discussed shall involve receiving advice from legal counsel, and as such all communications during the closed session shall be considered attorney-client privileged.]

DANVILLE-PITTSYLVANIA REGIONAL INDUSTRIAL FACILITY AUTHORITY

Minutes

January 11, 2018

At 12:22 p.m. Mr. Saunders **moved** that the Meeting of the Danville-Pittsylvania Regional Industrial Facility Authority be recessed in a Closed Meeting for the following purpose:

A. As permitted by § 2.2-3711(A)(5) of the Code of Virginia, 1950, as amended (“Virginia Code”), for discussion concerning one or more prospective businesses where no previous announcement has been made of that business’s interest in locating its facilities in one or more of the Authority’s projects located in Pittsylvania County, Virginia, and/or Danville, Virginia;

B. As permitted by Virginia Code §2.2-3711(A)(39) for discussion or consideration of records excluded under Virginia Code §2.2-3705.6(3) (including without limitation those certain confidential proprietary records voluntarily provided by private business pursuant to a promise of confidentiality from the Authority, and used by the Authority for business and trade development); and

C. As permitted by Virginia Code §§ 2.2-3711(A)(3) for discussion or consideration of the acquisition and/or the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority.

The Motion was **seconded** by Mr. Searce and carried by the following vote:

VOTE: 4-0
AYE: Warren, Searce, Saunders and Shanks (4)
NAY: None (0)

D. On **Motion** by Mr. Shanks and **second** by Mr. Searce and by unanimous vote at 1:06 p.m., the Authority returned to open meeting.

E. Mr. Shanks **moved** adoption of the following Resolution:

WHEREAS, the Authority convened in Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia, 1950, as amended, requires a Certification by the Authority that such Closed Meeting was conducted in conformity with Virginia Law;

NOW, THEREFORE, BE IT RESOLVED that the Authority hereby certifies that, to the best of each Member’s knowledge, (i) only public business matters lawfully exempted by the open meeting requirements of Virginia Law were discussed in the Closed Meeting to which this Certification Resolution applies, and (ii) only such public business matters as were identified in the Motion convening the Closed Meeting were heard, discussed, or considered by the Authority.

The Motion was **seconded** by Mr. Searce and carried by the following vote:

VOTE: 4-0
AYE: Warren, Searce, Saunders and Shanks (4)
NAY: None (0)

DANVILLE-PITTSYLVANIA REGIONAL INDUSTRIAL FACILITY AUTHORITY

Minutes

January 11, 2018

7. COMMUNICATIONS

Mr. Blackstock noted he looked forward to working another year on RIFA, he enjoyed working on and being a part this Board.

Mr. Saunders thanked Mr. Shanks and the Board for their confidence in him to be the Vice Chairman and looked forward to the continued relationship.

Mr. Scarce stated he looked forward to working with the Board and hopes they get some great things done.

Mr. Shanks thanked Mr. Saunders for serving as Chairman, looks forward to working with the Board and staff, appreciates everything the team is working together on and has done in the past.

Mr. Vogler noted his agreement to everything that has been said, it is a new year, with new opportunities and is excited to work with everyone.

Mr. Warren thanked the Board for the vote of confidence as Chairman and looks forward to serving, thanked staff for the great job they do and their efforts in moving the economic development projects forward, in particular Matt Rowe, Telly Tucker and their staffs. Mr. Warren welcomed Ron Scarce to the Board, he will be a great addition. Mr. Warren noted Mr. Blackstock will also be serving on the Staunton River RIFA and appreciated his service on both boards.

Greg Sides explained staff was successful on their trip to the Tobacco Commission this week. One of the applications for Project Lignum, done as the Authority, was approved for funding in the amount of \$2,624,800 with that equally being split between the allocations of the City and the County. The City of Danville received \$1M for a shell building to be constructed in the Cyber Park and Pittsylvania County received funding for \$1.5M for a shell building in Cane Creek Centre. Pittsylvania County also received funding for \$2.3M for a shell building that will be in the Gretna Industrial Park. Pittsylvania County and Halifax County also received funding for a regional transportation project; the City of Danville is a partner in that as well. Mr. Sides noted the City and County were both successful in that meeting; as a group, staff met with their Tobacco representatives prior to the meetings to share information and make sure everyone understood their grant applications. Mr. Sides noted he thought that paid off for them and it went very well.

The Meeting adjourned at 1:13 p.m.


Chairman


Secretary to the Authority