

Danville-Pittsylvania Regional Industrial Facility Authority

**City of Danville, Virginia
County of Pittsylvania, Virginia**

AGENDA

June 11, 2018

12:00 P.M.

**Institute for Advanced Learning and Research
150 Slayton Avenue, Room 206
Danville, Virginia**

County of Pittsylvania Members

**Robert W. Warren, Chairman
Ronald S. Scarce
Elton W. Blackstock, Alternate**

City of Danville Members

**Sherman M. Saunders, Vice Chairman
Fred O. Shanks, III
J. Lee Vogler, Jr., Alternate**

Staff

**Ken Larking, City Manager, Danville
David M. Smitherman, Pittsylvania County Administrator
Clement Wheatley, Legal Counsel to Authority
Susan M. DeMasi, Authority Secretary
Michael L. Adkins, Authority Treasurer**

Danville-Pittsylvania Regional Industrial Facility Authority

1. MEETING CALLED TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT PERIOD

Members of the public who desire to comment on a specific agenda item will be heard during this period. The Chairman/Vice Chairman of the Authority may restrict the number of speakers. Each speaker shall be limited to a total of three minutes for comments. *[Please note that the public comment period is not a question-and-answer session between the public and the Authority.]*

4. APPROVAL OF MINUTES OF THE MAY 14, 2018 MEETING

5. NEW BUSINESS

- A. Consideration of Resolution No. 2018-06-11-5A, approving Change Order 1 to the Phase I Sanitary Sewer Project in the Authority's Berry Hill Industrial Mega Park, located in Pittsylvania County, Virginia, to be performed by Haymes Brothers, Inc., a Virginia corporation, originally approved under Resolution No. 2018-03-12-5A, increasing the contract price by \$46,755.00 - Shawn R. Harden, P.E., Project Manager, Dewberry Engineers, Inc.
- B. Consideration of Resolution No. 2018-06-11-5B, approving the FY2019 Budget – Michael L. Adkins, CPA, Treasurer of the Authority, and Henrietta Weaver, CPA, City of Danville, Virginia *[No written resolution.]*
- C. Financial Status Reports as of May 31, 2018 – Mr. Adkins and Ms. Weaver
- D. Consideration of Resolution No. 2018-06-11-5D, approving the hiring of Biddle Street Industrial Associates, Inc., a Pennsylvania corporation, to appraise certain equipment at an estimated cost of \$3,700, as part of that certain Local Performance Agreement, approved by the Authority under Resolution No. 2017-09-07-4F -- Telly D. Tucker, Director of Economic Development, City of Danville

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.]

- A. As permitted by Section 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 (i) those certain confidential proprietary records voluntarily provided by

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private business pursuant to a promise of confidentiality from the Authority, and used by the Authority for business and trade development and (ii) those certain memoranda, working papers, or other information related to businesses that are considering locating or expanding in Virginia, prepared by the Authority, where competition or bargaining is involved and where disclosure of such information would adversely affect the financial interest of the Authority); such information being excluded from mandatory disclosure under Virginia Code § 2.2-3705.1(12) (information relating to the negotiation and award of a specific contract pertaining to the Authority's Berry Hill Mega Site project where competition or bargaining is involved and where the release of such information would adversely affect the bargaining power or negotiating strategy of the Authority) and Virginia Code § 2.2-3705.1(8) (appraisals and cost estimates of real property in the Authority's Berry Hill Mega Site project subject to a proposed purchase, sale, or lease, prior to the completion of such purchase, sale, or lease); 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.

RETURN TO OPEN SESSION

- D. Confirmation of Motion and Vote to Reconvene in Open Meeting
E. Motion to Certify Closed Meeting

7. COMMUNICATIONS FROM:

- Authority Board Members
- Staff
 - Enterprise Zone boundary and incentive amendments – Ashley M. Wolfe, Project Manager, Pittsylvania County Economic Development
 - Update on Enviva Development Holdings, LLC – Corrie M. Teague-Bobe, Assistant Director, Danville Economic Development
 - Update on Connector Road Plans for Berry Hill Industrial Mega Park – Brian Bradner, P.E., Vice President, Dewberry Engineers Inc.

8. ADJOURN

Danville-Pittsylvania Regional Industrial Facility Authority

Executive Summary

Agenda Item No.:	Item 4
Meeting Date:	06/11/2018
Subject:	Meeting Minutes
From:	Susan M. DeMasi, Authority Secretary

SUMMARY

Attached for the Board's review and approval are the Meeting Minutes from the Monday, May 14, 2018 meeting.

ATTACHMENTS

Meeting Minutes – 05/14/2018

DANVILLE-PITTSYLVANIA REGIONAL INDUSTRIAL FACILITY AUTHORITY

Minutes

May 14, 2018

The Regular Meeting of the Danville-Pittsylvania Regional Industrial Facility Authority convened at 12:13 p.m. on the above date at the Institute for Advanced Learning and Research, 150 Slayton Drive, Room 206, Danville, Virginia. Present was City of Danville Member, Alternate J. Lee Vogler, Vice Chairman Sherman M. Saunders and Fred O. Shanks, III were absent. Pittsylvania County Members present were Chairman Robert W. Warren, Ronald S. 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, 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 Brian Bradner and Shawn Harden from Dewberry & Davis and Danville City Council Member Madison Whittle.

PUBLIC COMMENT PERIOD

No one desired to be heard.

APPROVAL OF MINUTES FOR THE APRIL 9, 2018 MEETING

Upon **Motion** by Mr. Vogler and **second** by Mr. Blackstock, Minutes of the April 9, 2018 Meeting were approved as presented. Draft copies had been distributed to Authority Members prior to the Meeting.

NEW BUSINESS

5A. CONSIDERATION – RESOLUTION 2018-05-14-5A – APPROVING GRANT AGREEMENT #3358, DATED JANUARY 9, 2018 WITH THE TOBACCO COMMISSION

Mr. Sides explained this Resolution was to approve the Grant Agreement form for Project Lignum in the amount of \$2,624,800. The application was submitted at the end of last year, and this project would potentially create eighty new jobs and \$120,000,000 in new investment on Lot 8 in the Berry Hill Industrial Park. The project was approved by the Tobacco Commission on January 9th; their procedure is to send out a letter of agreement for the locality or grantee to sign and then send back to them. Staff has added a stipulation that funds for such project shall not be expended by the Authority until and unless closing occurs under that certain purchase and sale agreement dated June 12, 2017 with the Authority and Enviva Development Holdings LLC. The Authority does not intend to do this project prospectively, only if the Company commits to the project would RIFA spend any of this money.

Mr. Vogler **moved** for adoption of *Resolution No. 2018-05-14-5A, approving that certain Grant Agreement dated January 9, 2018, with the Tobacco Region Revitalization Commission, a body corporate and political subdivision of the Commonwealth of Virginia, for Grant #3358, Berry Hill Industrial Park - Site Improvements for Project Lignum, in the amount of \$2,624,800.00 for site improvements to create a buildable construction pad for a rail spur in the Authority's Berry Hill Industrial Park located in Pittsylvania County, Virginia, with a 36-month expiration period for undisbursed funds; however, funds for such projects shall not be*

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expended by the Authority until and unless closing occurs under that certain Purchase and Sale Agreement dated June 12, 2017, with the Authority and Enviva Development Holdings, LLC, a Delaware limited liability company.

The Motion was **seconded** by Mr. Searce. Mr. Warren noted he believes one reason that was put in was that RIFA has to do no match if they don't use any of the money and Mr. Sides noted that was correct.

The **Motion** was carried by the following vote:

VOTE: 3-0
AYE: Warren, Searce, and Vogler (3)
NAY: None (0)

5B. CONSIDERATION – RESOLUTION 2018-05-14-5B – AUTHORIZING MOUNTAIN VALLEY PIPELINE TO CONDUCT SURVEYS AT BERRY HILL INDUSTRIAL PARK

Shawn Harden from Dewberry noted he has looked at the agreement, and the area MVP wants to look at, and sees no issues with the Company going forward with their investigation. When he talked to MVP he pointed out that RIFA has utilities planned on the side they are looking to go on, it would be RIFA's preference for them to be on the other side of the line. It gets them on the other side of where the major development would happen in the park and gets it out of the way of RIFA's planned infrastructure. MVP said they would take that under advisement.

Mr. Searce **moved** for adoption of *Resolution No. 2018-05-14-5B, authorizing Mountain Valley Pipeline, LLC and its affiliates, agents, employees and contractors to enter upon the Authority's Berry Hill Industrial Park located in Pittsylvania County, Virginia, for the limited purpose of conducting civil, environmental and cultural resource surveys as part of its interstate Mountain Valley Pipeline (MVP) project for natural gas delivery.*

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

VOTE: 3-0
AYE: Warren, Searce, and Vogler (3)
NAY: None (0)

5C. CONSIDERATION – RESOLUTION 2018-05-14-5C – APPROVING A TRANSFER FROM CONTINGENCY BUDGET TO THE LEGAL BUDGET AND ACCOUNTING BUDGET

Authority Treasurer Michael Adkins explained as the end of the fiscal year approaches, staff needs to transfer money from the Contingency Line Item to cover other operating items. Staff wishes to transfer \$30,000 to Legal for legal expenses and \$600 to Accounting for the audit fees for the year. These funds are coming from unspent operating budget from the prior year.

Mr. Vogler **moved** for adoption of *Resolution No. 2018-05-14-5C, approving (i) the transfer of \$30,000.00 from the Fiscal Year 2018 "Contingency" budget to the "Legal" budget and (ii) the transfer of \$600.00 from the Fiscal Year 2018 "Contingency" budget to the "Accounting" budget in order to cover expenses for the remainder of the fiscal year.*

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

VOTE: 3-0
AYE: Warren, Searce, and Vogler (3)
NAY: None (0)

5D. FINANCIAL STATUS REPORT AS OF APRIL 30, 2018

Authority Treasurer Michael Adkins gave the Financial Status report as of April 30, 2018 beginning with the \$7.3M Bonds for Cane Creek which showed \$4,626 to Clement Wheatley for Legal Fees and \$3,020 for Power Signs for work done on the entrance sign at Cane Creek Center. General Expenditures show \$29,883 to Clement Wheatley for ongoing legal fees, and \$261 for meals. Mega Park Funding Other than Bond Funds show no activity for the month of April. Berry Hill Lot 4 and Lot 8 Site Development showed no activity for the month of April. The Berry Hill Water and Sewer Grant is a County secured grant, it is included here as reference for RIFA's information. In previous months there was a \$26,371 expenditure to Dewberry for Engineering, that amount was initially paid by RIFA and has been reimbursed by the County. Rent, Interest and Other Income shows RIFA received \$20,654 from the Institute for Advanced Learning and Research, \$1,000 from Osborne Company for the renewal of the one year lease, \$424 in interest income, and paid \$20,654 to the Institute for the Hawkins' Building maintenance.

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

VOTE: 3-0
AYE: Warren, Searce, Vogler (3)
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.]

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

A. As permitted by Section 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 (i) 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 (ii) those certain memoranda, working papers, or other information related

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to businesses that are considering locating or expanding in Virginia, prepared by the Authority, where competition or bargaining is involved and where disclosure of such information would adversely affect the financial interest of the Authority); such information being excluded from mandatory disclosure under Virginia Code § 2.2-3705.1(12) (information relating to the negotiation and award of a specific contract pertaining to the Authority's Berry Hill Mega Site project where competition or bargaining is involved and where the release of such information would adversely affect the bargaining power or negotiating strategy of the Authority) and Virginia Code § 2.2-3705.1(8) (appraisals and cost estimates of real property in the Authority's Berry Hill Mega Site project subject to a proposed purchase, sale, or lease, prior to the completion of such purchase, sale, or lease); 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: 3-0
AYE: Warren, Searce, Vogler (3)
NAY: None (0)

D. On **Motion** by Mr. Vogler and **second** by Mr. Searce and by unanimous vote at 1:36 p.m., the Authority returned to open meeting.

E. Mr. Searce **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. Vogler and carried by the following vote:

VOTE: 3-0
AYE: Warren, Searce, Vogler (3)
NAY: None (0)

7. COMMUNICATIONS

Mr. Vogler thanked the staff for all the work they continue to put in, he appreciates all they do and looks forward to what comes next.

Mr. Warren agreed with Mr. Vogler and stated once again today it was apparent how closely the two Economic Development departments are working together, and he appreciates that. To the City, he appreciates the relationship they have with City Council and working together with them.

Meeting adjourned at 1:39 p.m.

Chairman

Secretary to the Authority

DRAFT

Danville-Pittsylvania Regional Industrial Facility Authority

Executive Summary

Agenda Item No.:	Item 5A
Meeting Date:	06/11/2018
Subject:	Resolution 2018-06-11-5A Approving Change Order 1 – Phase I Sanitary Sewer Project at Berry Hill-Haymes Brothers
From:	Shawn R. Harden, Dewberry

SUMMARY

The Board will be asked to approve Resolution 2018-06-11-5A , approving Change Order Number 1 from Haymes Brothers with respect to the Phase I Sanitary Sewer Project at Berry Hill.

ATTACHMENTS

Resolution 2018-06-11-5A
Change Order Number 1

Resolution No. 2018-06-11-5A

A RESOLUTION APPROVING CHANGE ORDER 1 TO THE PHASE I SANITARY SEWER PROJECT IN THE AUTHORITY'S BERRY HILL INDUSTRIAL MEGA PARK, LOCATED IN PITTSYLVANIA COUNTY, VIRGINIA, TO BE PERFORMED BY HAYMES BROTHERS, INC., A VIRGINIA CORPORATION, ORIGINALLY APPROVED UNDER RESOLUTION NO. 2018-03-12-5A, INCREASING THE CONTRACT PRICE BY \$46,755.00

WHEREAS, the Danville-Pittsylvania Regional Industrial Facility Authority (the "**Authority**") is a political subdivision of the Commonwealth of Virginia duly created pursuant to the Virginia Regional Industrial Facilities Act, as amended; and

WHEREAS, the Authority approved the Berry Hill Commerce Centre – Phase I Sanitary Sewer Project (the "**Original Work**") to the Authority's Berry Hill Industrial Mega Park project ("**Berry Hill**") located in Pittsylvania County, Virginia, under Resolution 2018-03-12-5A, to be performed by Haymes Brothers, Inc., a Virginia corporation ("**Haymes**"); and

WHEREAS, Haymes has submitted Change Order 1, recommended by the Authority's engineers, which would include (i) addition of recirculation piping and 6" plug valve to pump station; (ii) addition of storm piping, plunge pools, and level spreaders at seven locations; (iii) addition of logo to frames and covers to reduce theft and provide owner/operator identification; (iv) addition of 1" vent hole to some manhole covers to comply with sewer regulations; (v) additional clearing at the pump station access road entrance; (vi) deletion of the gravel diaphragm because it is no longer necessary with the insertion of the plunge pools and level spreaders; and (vii) deletion of engineered soils from the grass lined swale because engineered soil is no longer necessary to provide treatment of the stormwater, increasing the contract price by \$46,755.00 (the "**Change Order 1 Amount**"), as more particularly described in **Exhibit A**, attached hereto and incorporated herein by this reference ("**Change Order 1**"); and

WHEREAS, the Authority has determined that Change Order 1 is reasonable, necessary and proper to complete the Original Work and for the further development of Berry Hill; and

WHEREAS, the Authority's Funding Sheet: Berry Hill Mega Park – Water & Sewer provides for a contingency budget of \$304,426.25, which is sufficient to pay for the Change Order 1 Amount; and

WHEREAS, the Authority has determined that it is in the best interests of the Authority and of the citizens of Pittsylvania County, Virginia, and the City of Danville, Virginia, for the Authority to accept Change Order 1.

NOW, THEREFORE, BE IT RESOLVED, that

Resolution No. 2018-06-11-5A

1. The Authority does hereby approve the acceptance of Change Order 1, and hereby authorizes the Chairman or the Vice Chairman of the Authority, either of whom may act independently of the other, to execute and deliver Change Order 1 and any such other documents in connection with the acceptance of Change Order 1, with such amendments, deletions or additions thereto, so long as the price for Change Order 1 does not exceed five percent (5%) of the Change Order 1 Amount, as may be approved by the Chairman or the Vice Chairman, such execution by the Chairman or the Vice Chairman to conclusively establish his approval of Change Order 1 or such other related documents and any amendments, deletions or additions thereto.

2. The Authority hereby authorizes and directs staff and other agents and representatives working on behalf of the Authority to take such actions and to do all such things as are contemplated by Change Order 1 or as they in their discretion deem necessary or appropriate in order to carry out the intent and purposes of these resolutions.

3. The Authority hereby approves, ratifies and confirms any and all actions previously taken by the Authority, its agents and representatives, in respect to Change Order 1 and the matters contemplated therein.

4. This Resolution shall take effect immediately upon its adoption.

CERTIFICATE

I, the undersigned Secretary of the Danville-Pittsylvania Regional Industrial Facility Authority, hereby certify that the foregoing is a true, correct and complete copy of a Resolution duly adopted by a majority of the directors of the Danville-Pittsylvania Regional Industrial Facility Authority at a meeting duly called and held on June 11, 2018, and that such Resolution has not been repealed, revoked, rescinded or amended, but is in full force and effect on the date hereof.

WITNESS my hand as Secretary of the Danville-Pittsylvania Regional Industrial Facility Authority this 11th day of June 2018.

(SEAL)

SUSAN M. DeMASI
Secretary, Danville-Pittsylvania Regional Industrial
Facility Authority

Resolution No. 2018-06-11-5A

Exhibit A
(Change Order 1)



Haymes Brothers, Inc.

General Contractors

440 Hawkins Road Chatham, Virginia 24531 Phone (434) 432- 8282 Fax (434) 432-2029

24 May, 2018

Drew Arnold, EIT
Dewberry Engineers Inc.
551 Piney Forest Rd
Danville, VA 24540

Re: Berry Hill Commerce Centre Phase 1 Sanitary Sewer
Request for Change Order

Dear Mr. Arnold:

I received an email from you on March 21, requesting the addition of several items to the project, as well as the deletion of two other items. Pursuant to your message, I am requesting a change order for the addition/deletion of the following items of work:

1.	Addition of recirculation piping and 6" plug valve to pump station	1 Lump Sum	\$ 11,630.00
	Materials	\$ 5,599.00	
	Labor	3,137.00	
	Equipment	935.00	
	Overhead	1,452.00	
	Markup	507.00	
2.	Addition of storm piping, plunge pools, and level spreaders at 7 locations	Seven (7) @ \$ 7,060.00 / each	\$ 49,420.00
	Materials	\$ 3,260.00	
	Labor	1,600.00	
	Equipment	400.00	
	Overhead	880.00	
	Markup	920.00	
3.	Addition of Owners logo to Frames and Covers	32 ea @ \$ 112.00 / each	\$ 3,584.00
4.	Addition of 1" vent hole to Frames and Cover	8 ea @ \$ 34.50 / each	\$ 276.00
5.	Additional clearing at Berry Hill entrance	1 Lump Sum	\$ 500.00
6.	Deletion of Gravel Diaphragm	2,870 lf @ \$ 4.00 / lf	(\$ 11,480.00)
7.	Deletion of amended soils from the Grass Lined Swales	2,870 lf @ \$ 11.00 / lf	(\$ 7,175.00)
	Total		\$ 46,755.00

Thank you for your consideration of this request.

Sincerely,

Mark Wiley

Mark Wiley
Project Manager

Change Order Justification:

1. **Addition of recirculation piping and 6” plug valve to pump station (\$11,630)**: Since a portion of the forcemain was removed from the project, a recirculation piping system is necessary in order to test the pumps. Piping will be installed with a plug valve to redirect pumped water from the pumps to the first manhole prior to the pump station headworks. Should funding be allocated to complete the forcemain, the recirculation piping will also be of significant benefit to provide for periodic testing and exercising of pumps until a significant water user begins discharging flow to the sewer. This piping and valve were not in the original contract.
2. **Addition of storm piping, plunge pools, and level spreaders at seven (7) locations (\$49,420)**: In the time since the Berry Hill Commerce Centre Phase I Sanitary Sewer project was designed, DEQ stormwater regulations have changed. These changes made the addition of this storm water management system necessary prior to DEQ issuing the final erosion and sediment control permit. These plunge pools and level spreaders are a DEQ BMP (Best Management Practice) that was required for this project due to the amount of disturbed acreage. However, by the addition of this BMP, this eliminated some of the other erosion and sediment control measures where a credit is issued in line items 6 and 7. The additional piping, plunge pools and level spreaders were not included in the original contract.
3. **Addition of logo to frames and covers (\$3,584)**: The Pittsylvania County Service Authority has a standard logo that is added to all manholes covers. This logo helps reduce theft and provides identification of Owner/Operator of this utility. This logo was not included in the original contract.
4. **Addition of 1” vent hole to some manhole covers (\$276)**: The manhole frame and covers that PCSA uses on all sewer line projects are watertight thus requiring dedicated vents to comply with sewer regulations. Small vent holes will be bored in manhole covers that are above the 100 year flood elevation approximately every 1,000 feet. Vent holes in the manhole covers were not in the original contract.
5. **Additional clearing at the pump station access road entrance (\$500)**: To provide greater offset that will reduce potential impact to a power pole, the pump station access road will be slightly realigned. This additional clearing will prevent having to relocate or reinforce the pole in its current location.
6. **Deletion of the gravel diaphragm (-\$11,480)**: The gravel diaphragm was an erosion and sediment **control measure along the Trotter’s Creek Gravity Sewer** that was included in the original design. This measure is no longer necessary with the insertion of the plunge pools and level spreaders into the project (Ref. paragraph 2 above). The contractor is offering 100% credit for this from his original bid.
7. **Deletion of engineered soils from the grass lined swale (-\$7,175)**: The grass lined swale provides protection for the pump station access road from storm water runoff. Flow is directed from these swales to the plunge pools and level spreaders through culverts under the road. The swales are still necessary for proper stormwater management, however, the engineered soil that was required to provide treatment of the stormwater is no longer required. The Contractor is offering a credit to the Owner since these soils will no longer be applied.

Berry Hill Commerce Centre - Phase I Sanitary Sewer Construction Budget			
		Contingency (\$)	Contingency (%)
Construction Budget	\$ 5,113,841.00		
Original Contract Amount	\$ 4,809,414.75	\$ 304,426.25	5.95
Change Order #1	\$ 46,755.00	\$ 257,671.25	5.04

Danville-Pittsylvania Regional Industrial Facility Authority

Executive Summary

Agenda Item No.:	Item 5B
Meeting Date:	June 11, 2018
Subject:	Proposed Fiscal Year 2019 General Expenditures Budget
From:	Michael Adkins, Authority Treasurer

SUMMARY

The RIFA Board approves a budget for the general expenditures of RIFA each fiscal year.

BACKGROUND

Attached is the proposed General Expenditures budget for fiscal year 2019. The sheet also displays the fiscal year 2018 General Expenditures data as of May 31, 2018 for comparison purposes.

Staff will review the proposed fiscal year 2019 General Expenditures budget at the meeting.

RECOMMENDATION

Staff recommends the RIFA Board approve the proposed fiscal year 2019 General Expenditures budget.

ATTACHMENTS

Proposed General Expenditures Budget for FY 2019 Compared to FY 2018

Danville-Pittsylvania Regional Industrial Facility Authority
Proposed General Expenditures Budget for Fiscal Year 2019 Compared to Fiscal Year 2018

	<u>FY 2018 (as of 5/31/2018)</u>			<u>FY 2019</u>	
	<u>Funding</u>	<u>Budget</u>	<u>Expenditures</u>	<u>Proposed Funding</u>	<u>Proposed Budget</u>
Funding					
City Contribution	\$ 75,000.00			\$ 75,000.00	-
County Contribution	75,000.00			75,000.00	-
Carryforward from prior fiscal year ¹	77,180.29			-	
Transfer to Mega Park Funding-Other Than Bonds	(20,000.00)				
Contingency					
Miscellaneous contingency items		\$ 68,080.29	\$ 19,472.51		\$ 20,275.00
Berry Hill Wilmot Project (Lot 3B)			7,314.00		
Total Contingency Budget		<u>\$ 68,080.29</u>	<u>\$ 26,786.51</u>		<u>\$ 20,275.00</u>
Legal		110,000.00	85,885.40		100,000.00
Accounting		20,900.00	20,900.00		21,525.00
Annual Bank Fees		600.00	550.00		600.00
Postage & Shipping		100.00			100.00
Meals		4,000.00	2,376.37		4,000.00
Utilities		500.00	276.30		500.00
Insurance		3,000.00	-		3,000.00
Total	<u>\$ 207,180.29</u>	<u>\$ 207,180.29</u>	<u>\$ 136,774.58</u>	<u>\$ 150,000.00</u>	<u>\$ 150,000.00</u>

¹ If there is a carryforward from the prior fiscal year, the funds will be budgeted toward contingency.

See definitions provided for each budget line item on the following page.

Danville-Pittsylvania Regional Industrial Facility Authority
Proposed General Expenditures Budget for Fiscal Year 2019 Compared to Fiscal Year 2018
Budget Definitions

Funding = Represents sources of incoming funds to support general expenditures of RIFA.

Contingency = Represents a provision for expenditures that cannot be predicted with certainty during the budget process. It includes, but is not limited to, project-specific expenditures necessary as a project develops for which there is no other funding source to cover the expenditure.

Legal = Represents expenditures for general legal services provided to RIFA.

Accounting = Represents expenditures for the required annual audit of the RIFA financial statements.

Annual Bank Fees = Represents the annual fees paid to U.S. Bank related to the Berry Hill bonds.

Postage & Shipping = Represents expenditures for mailing documents for RIFA business.

Meals = Represents expenditures for meals provided while conducting RIFA business.

Utilities = Represents expenditures for electric service at RIFA properties.

Insurance = Represents the annual premium paid for RIFA's insurance coverage, currently with VML Insurance Programs.

Danville-Pittsylvania Regional Industrial Facility Authority

Executive Summary

Agenda Item No.:	Item 5C
Meeting Date:	June 11, 2018
Subject:	Financial Status Reports – May 31, 2018
From:	Michael L. Adkins, Authority Treasurer

SUMMARY

A review of the financial status reports through May 31, 2018 will be provided at the meeting. The financial status reports as of May 31, 2018 are attached for the DPRIFA Board's review.

RECOMMENDATION

Staff recommends approving the financial status reports as of May 31, 2018 as presented.

ATTACHMENTS

Financial Status Reports

Financial Status

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- A. \$7.3 Million Bonds - Cane Creek Centre
- B. General Expenditures for FY2018
- C. Mega Park – Funding Other than Bond Funds
- D. Berry Hill Mega Park – Lot 4 Site Development
- E. Berry Hill Mega Park – Lot 8 Site Development
- F. Berry Hill Mega Park – Water & Sewer
- G. Rent, Interest, and Other Income Realized
- H. Unaudited Financial Statements

Danville-Pittsylvania Regional Industrial Facility Authority

\$7,300,000 Bonds for Cane Creek Centre - Issued in August 2005 ⁷

As of May 31, 2018

<u>Funding</u>	<u>Funding</u>	<u>Budget / Contract Amount</u>	<u>Expenditures</u>	<u>Encumbered</u>	<u>Unexpended / Unencumbered</u>
Funds from bond issuance	\$7,300,000.00				
Issuance cost	(155,401.33)				
Refunding cost ⁷	(52,500.00)				
Bank fees	(98.25)				
Interest earned to date	486,581.70				
Cane Creek Parkway ³		\$3,804,576.00	\$3,724,241.16	\$ -	
Swedwood Drive ²		69,414.00	69,414.00	-	
Cane Creek Centre entrance ³		72,335.00	53,878.70	-	
Financial Advisory Services		9,900.00	9,900.00	-	
Dewberry contracts ¹		69,582.50	69,582.50	-	
Dewberry contracts not paid by 1.7 grant ^{4,5}		71,881.00	30,141.62	41,739.38	
Land		-	2,792,945.57	-	
Demolition services		71,261.62	71,261.62	-	
Legal fees		-	129,145.08	-	
CCC - Lots 3 & 9 project - RIFA Local Share ⁶		142,190.00	112,464.98	-	
Other expenditures		-	342,866.72	-	
Total	\$ 7,578,582.12	\$ 4,311,140.12	\$ 7,405,841.95	\$ 41,739.38	<u>\$ 131,000.79</u>

notes:

¹ Dewberry Contracts consist of wetland, engineering, surveying and site preparation

² Funds being used to cover City and County matching contributions for a VDOT grant for Swedwood Drive

³ Project completed under budget

⁴ In September 2008 the outstanding principal balance of \$6,965,000 on the Series 2005 Cane Creek Project Revenue Bonds was tendered and not remarketed. These bonds were converted to bank bonds and are now subject to the Credit and Reimbursement agreement the Authority has with Wachovia Bank. The remarketing agent will continue its attempt to remarket these bonds in order to convert them back to Variable Rate Revenue Bonds. As a result, it is likely that the City and County will have to contribute additional funds in order to make future interest payments on the letter of credit attached to these bonds.

⁴ These contracts were originally to be paid by the \$1.7M Special Projects Grant, this grant has expired and the TIC did not issue an extension. The remaining amounts of the contract will be paid using bond funds.

⁵ The budget amount decreased \$71,279.61 from the 9/30/2010 reports. This amount represented the remaining budget amount carried from the \$1.7 SP grant upon its expiration for the following contracts: Wetland Delineation, Wetland Bank Plan Rev., Stream Concept Plan, & Stream Attribute Plan. Per Shawn Harden of Dewberry, these contracts are complete and finished under budget. The only contract that remains open is for Wetland Monitoring and the budget, expended, and encumbered amounts included here are only for this contract.

⁶ This line item represents the amount of expenditures on the "CCC - Lots 3 & 9" budget sheet that is covered by bond funds. RIFA's local share of 5% of these project costs is being covered by these bond funds. Project finished under original budget.

⁷ The \$7.3 million bonds were refunded on 8/1/2013 with the issuance of refunding bonds in the amount of \$5,595,000.

Road Summary-Cane Creek Parkway:

English Contract-Construction	\$ 5,363,927.00
Change Orders	165,484.50
Expenditures over contract amount	3,579.50
(Less) County's Portion of Contract	(935,207.00)
(Less) Mobilization Allocated to County	(9,718.00)
Portion of English Contract Allocated to RIFA	4,588,066.00
Dewberry Contract-Engineering	683,850.00
Total Road Contract Allocated to RIFA	\$ 5,271,916.00

Funding Summary - Cane Creek Parkway

VDOT	\$ 1,467,340.00
Bonds	3,804,576.00
	\$ 5,271,916.00

Danville-Pittsylvania Regional Industrial Facility Authority

General Expenditures for Fiscal Year 2018

As of May 31, 2018

	<u>Funding</u>	<u>Budget</u>	<u>Expenditures</u>	<u>Encumbered</u>	<u>Unexpended / Unencumbered</u>
Funding					
City Contribution	\$ 75,000.00				
County Contribution	75,000.00				
Carryforward from FY2017	77,180.29				
Transfer to Mega Park Funding-Other Than Bonds ¹	(20,000.00)				
Contingency					
Miscellaneous contingency items		\$ 68,080.29	\$ 19,472.51	\$ -	\$ 48,607.78
Berry Hill Wilmot Project (Lot 3B)			7,314.00		\$ (7,314.00)
Total Contingency Budget		<u>68,080.29</u>	<u>26,786.51</u>	<u>-</u>	<u>41,293.78</u>
Legal		110,000.00	85,885.40	-	24,114.60
Accounting		20,900.00	20,900.00	-	-
Annual Bank Fees		600.00	550.00	-	50.00
Postage & Shipping		100.00		-	100.00
Meals		4,000.00	2,376.37	-	1,623.63
Utilities		500.00	276.30	-	223.70
Insurance		3,000.00		-	3,000.00
Total		<u>\$ 207,180.29</u>	<u>\$ 207,180.29</u>	<u>\$ 136,774.58</u>	<u>\$ -</u>
					<u><u>\$ 70,405.71</u></u>

¹ - Transfer to Mega Park Fund-Other Funds for \$20,000 to cover contingent liability due to Appalachian Power Company if RIFA cancels the development of Lot 8 at Berry Hill Mega Park or delays completion of the project beyond January 31, 2019. The \$20,000 would cover mobilization and other line relocation costs of Appalachian Power Company. Reference Resolution No. 2017-08-14-5C. (Note Appalachian is a unit of American Electric Power (AEP)).

Danville-Pittsylvania Regional Industrial Facility Authority
Mega Park - Funding Other than Bond Funds
As of May 31, 2018

Funding	Funding	Budget / Contract Amount	Expenditures	Encumbered	Unexpended / Unencumbered
City contribution	\$ 134,482.50				
County contribution	134,482.50				
City advance for Klutz, Canter, & Shoffner property ^{1,4}	10,340,983.83				
Tobacco Commission FY09 SSED Allocation	3,370,726.00				
Tobacco Commission FY10 SSED Allocation - Engineering Portion	407,725.00				
Tobacco Comm. FY10 SSED Allocation - Eng. Portion Deobligated	(244,797.00)				
Local Match for TIC FY10 SSED Allocation - Engineering Portion ⁵	76,067.61				
Additional funds allocated by RIFA Board on 1/14/2013 ⁶	11,854.39				
Contingency funds allocated per Resolution 2017-08-14-5C ⁹	20,000.00				
Land					
Klutz property		\$ 8,394,553.50	\$ 8,394,553.50	\$ -	
Canter property ²		1,200,000.00	1,200,000.00	-	
Adams property		37,308.00	37,308.00	-	
Carter property		5,843.00	5,843.00	-	
Jane Hairston property		1,384,961.08	1,384,961.08	-	
Bill Hairston property		201,148.00	201,148.00	-	
Shoffner Property		1,872,896.25	1,872,896.25	-	
Other					
Dewberry & Davis		28,965.00	28,965.00	-	
Dewberry & Davis ³		990,850.00	987,879.29	2,970.71	
Consulting Services - McCallum Sweeney ⁷		115,000.00	103,796.85	-	
Transfer available funds to "Berry Hill Mega Park - Lot 4 Site Development" Project ⁸		-	11,203.15	-	
Transfer from General Funds contingency ⁹		20,000.00		20,000.00	
Total	\$ 14,251,524.83	\$ 14,251,524.83	\$ 14,228,554.12	\$ 22,970.71	\$ (0.00)

¹ This figure does not include the interest the City lost from the uninvested funds, which was paid to the City 1/3/2012 and totaled \$144,150.41.

² Settlement fees were drawn from bonds issued for the Berry Hill project 12/1/2011.

³ This contract was originally for \$814,500, but has been amended to include a traffic impact analysis, and a cemetery survey. \$740,000 was covered by the FY09 Tobacco Allocation. \$162,928 was covered by the FY10 Tobacco Allocation. \$87,922 will be covered with RIFA Funds.

⁴ RIFA paid the City back for all advances on 1/3/2012.

⁵ The RIFA Board approved to utilize the remaining funds from the Mega Park bond funds and approximately \$65,000 of the 'Funds Available for Appropriation' towards the local match for the engineering portion of Tobacco Commission grant #1916 for the Berry Hill Mega Park.

⁶ Due to the expiration of the Tobacco Commission FY10 SSED Allocation, the RIFA Board approved on 1/14/2013 to utilize \$11,854.39 of the 'Funds Available for Appropriation' to cover the funding shortfall for the budgeted Dewberry & Davis contract.

⁷ Unencumbered the remaining \$11,203.15 due to termination of contract.

⁸ As approved by RIFA Board on 10/16/2014

⁹ As approved by RIFA Board on 8/14/2017

Danville-Pittsylvania Regional Industrial Facility Authority
Berry Hill Mega Park - Lot 4 Site Development
As of May 31, 2018

Funding	Funding	<u>Budget / Contract Amount</u>	<u>Expenditures</u>	<u>Encumbered</u>	<u>Unexpended / Unencumbered</u>
Tobacco Commission FY12 Megasite Allocation	\$ 6,208,153.00				
Local Match for TIC FY12 Megasite Allocation - County Portion ¹	750,000.00				
Local Match for TIC FY12 Megasite Allocation - City Portion ¹	750,000.00				
Local Match for TIC FY12 Megasite Allocation - RIFA Portion ²	181,000.00				
Transfer in from "Mega Park - Funding Other than Bond Funds" Budget ³	11,203.15				
Expenditures					
Dewberry Engineers Inc.		1,676,562.81	1,442,062.81	234,500.00	
Jones Lang LaSalle		95,000.00	95,000.00	-	
Jones Lang LaSalle - Economic Analysis		12,000.00	12,000.00	-	
VA Water Protection Permit Fee		57,840.00	57,840.00	-	
Wetlands Studies and Solutions, Inc.		77,027.64	77,027.64	-	
Banister Bend Farm, LLC - Wetland and Stream Credits		122,968.00	122,968.00	-	
DEQ - Construction Activity General Permit		9,600.00	9,600.00	-	
Haymes Brothers, Inc. - Construction on Phase 1 Graded Pad		4,164,043.41	4,159,043.41	5,000.00	
Transfers to "General Expenditures Fiscal Year 2015" Contingency ³					
Dewberry Engineers Inc.		(108,603.35)	(108,603.35)	-	
Jones Lang LaSalle - Market Analysis Study		(95,000.00)	(95,000.00)	-	
Jones Lang LaSalle - Economic Analysis		(12,000.00)	(12,000.00)	-	
Total	\$ 7,900,356.15	\$ 5,999,438.51	\$ 5,759,938.51	\$ 239,500.00	<u>\$ 1,900,917.64</u>

¹ \$300,000 of this was received from each locality 6-2014. \$450,000 received 8-2014. \$450,000 received 9-2014.

² The RIFA Board approved on 2/11/2013 to transfer the remaining funds of \$175,316.17 from the "Funds Available for Appropriation" budget sheet and funds of \$5,683.83 from the "Rent, Interest, and Other Income Realized" budget sheet to use for the RIFA local match to Tobacco Commission grant #2491 for Berry Hill Mega Park Lot 4 Site Development.

³ As approved by RIFA Board on 10/16/2014

Danville-Pittsylvania Regional Industrial Facility Authority

Berry Hill Mega Park - Lot 8 Site Development

As of May 31, 2018

	<u>Funding</u>	<u>Budget / Contract</u> <u>Amount</u>	<u>Expenditures</u>	<u>Encumbered</u>	<u>Unexpended /</u> <u>Unencumbered</u>
Funding					
TIC #3358 Site Improvements for Project Lignum					
Tobacco Commission Grant	\$ 2,624,800.00				
State Match for Property & Improvements	500,000.00				
County Match for Contractual Services	261,800.00				
County Match for Property & Improvements	800,600.00				
City Match for Contractual Services	261,800.00				
City Match for Property & Improvements	800,600.00				
Expenditures					
Dewberry Engineers Inc.		89,300.00	82,800.00	6,500.00	
Total	\$ 5,249,600.00	\$ 89,300.00	\$ 82,800.00	\$ 6,500.00	<u><u>\$ 5,160,300.00</u></u>

Danville-Pittsylvania Regional Industrial Facility Authority

Berry Hill Mega Park - Water & Sewer

As of May 31, 2018

	<u>Funding</u>	<u>Budget / Contract Amount</u>	<u>Expenditures</u>	<u>Encumbered</u>	<u>Unexpended / Unencumbered</u>
<i>Funding</i>					
<i>TIC #2641 Phase I Sanitary Sewer</i>					
Tobacco Commission Grant 2641	\$ 4,908,240.00				
Local Match for Contractual Services	282,400.00				
Local Match for Property & Improvements	262,960.00				
<i>TIC #3011 Water System Improvements Phase II</i>					
Tobacco Commission Grant 3011	2,241,567.00				
Local Match for Property & Improvements	224,160.00				
<i>Expenditures</i>					
Dewberry Engineers Inc.		398,284.00	35,011.20	363,272.80	
Haymes Brothers, Inc. - Phase I Sanitary Sewer Project		4,908,414.75		4,908,414.75	
<i>Total</i>	\$ 7,919,327.00	\$ 5,306,698.75	\$ 35,011.20	\$ 5,271,687.55	\$ <u>2,612,628.25</u>

Danville-Pittsylvania Regional Industrial Facility Authority
Rent, Interest, and Other Income Realized for Fiscal Year 2018
As of May 31, 2018

<i>Source of Funds</i>	<u>Funding</u>			<u>Expenditures</u> FY2018	<u>Unexpended /</u> <u>Unencumbered</u>
	<u>Carryforward</u> from FY2017	<u>Receipts</u> Current Month	<u>Receipts</u> FY2018		
<u>Carryforward</u>	\$ 630,797.74				
<u>Current Lessees</u>					
	<i>Park</i>				
Institute for Advanced Learning and Research (IALR) ¹	Cyberpark		\$ 211,764.06		
Mountain View Farms of Virginia, L.C.	Berry Hill		1,200.00		
Osborne Company of North Carolina, Inc.	Berry Hill		1,000.00		
Capital Outdoor, Inc.	Cane Creek		1,800.00		
<i>Total Rent</i>		\$ -	\$ 215,764.06		
<u>Interest Received</u> ²			\$ 5,171.06		
<u>Miscellaneous Income</u>			\$ 85,500.00		
Expenditures					
Hawkins Research Bldg. Property Mgmt. Fee				\$ 211,764.06	
Totals	<u>\$ 630,797.74</u>	<u>\$ -</u>	<u>\$ 306,435.12</u>	<u>\$ 211,764.06</u>	<u>\$ 725,468.80</u>
				Restricted ¹	\$ 313,695.06
				Unrestricted	\$ 411,773.74

¹ Please note that rent proceeds must be used in accordance with the U.S. Economic Development Administration's (EDA) Standard Terms and Conditions

² Please note that this is only interest received on RIFA's general money market account.

Danville-Pittsylvania Regional Industrial Facility Authority
Statement of Net Position^{1,2}
May 31, 2018*

	Unaudited FY 2018
Assets	
<i>Current assets</i>	
Cash - checking	\$ 736,649
Cash - money market	794,444
Prepays	231
<i>Total current assets</i>	1,531,324
<i>Noncurrent assets</i>	
Restricted cash - project fund CCC bonds	179,240
Restricted cash - debt service fund CCC bonds	15,630
Restricted cash - debt service fund Berry Hill bonds	35
Restricted cash - debt service reserve fund Berry Hill bonds	1,918,578
Capital assets not being depreciated	24,885,889
Capital assets being depreciated, net	23,796,253
Construction in progress	7,226,063
<i>Total noncurrent assets</i>	58,021,688
Total assets	59,553,012
Liabilities	
<i>Current liabilities</i>	
Unearned income	1,475
Bonds payable - current portion	1,288,450
<i>Total current liabilities</i>	1,289,925
<i>Noncurrent liabilities</i>	
Bonds payable - less current portion	3,468,190
<i>Total noncurrent liabilities</i>	3,468,190
Total liabilities	4,758,115
Net Position	
Net investment in capital assets	51,330,805
Restricted - debt reserves	1,934,243
Unrestricted	1,529,849
Total net position	\$ 54,794,897

¹ Please note this balance sheet does not include the Due to/Due from between the County and the City since it nets out and only changes at fiscal year-end.

² Please note this balance sheet does not include all general accounts receivable or accounts payable at the month-end date. This is because information regarding accrued receivables/payables is not available at the time of statement preparation.

*Please note these statements are for the period ended May 31, 2018 as of May 29, 2018, the date of preparation. Due to statement preparation occurring in close proximity to month-end, these statements may not include some pending adjustments for the period.

Danville-Pittsylvania Regional Industrial Facility Authority
Statement of Revenues and Expenses and Changes in Fund Net Position
May 31, 2018*

	Unaudited FY 2018
Operating revenues	
Virginia Tobacco Commission Grants	1,707,955
Rental income	215,764
Other Income	85,500
Total operating revenues	2,009,219
Operating expenses ⁴	
Mega Park expenses ³	1,909,152
Cane Creek Centre expenses ³	33,741
Cyber Park expenses ³	219,714
Professional fees	77,870
Insurance	2,199
Other operating expenses	5,295
Total operating expenses	2,247,971
Operating income (loss)	(238,752)
Non-operating revenues (expenses)	
Interest income	21,729
Interest expense	(116,659)
Total non-operating expenses, net	(94,930)
Net income (loss) before capital contributions	(333,682)
Capital contributions	
Contribution - City of Danville	724,694
Contribution - Pittsylvania County	724,694
Total capital contributions	1,449,388
Change in net position	1,115,706
Net position at July 1, 2017	53,679,191
Net position at May 31, 2018	\$ 54,794,897

³ A portion or all of these expenses may be capitalized at fiscal year-end.

⁴ Please note that most non-cash items, such as depreciation and amortization, are not included here until year-end entries are made.

⁵ Please note this statement will change once all FY2018 entries are made and may also change depending on audit adjustments, if any, for FY2018 and the nature of those audit adjustments.

Danville-Pittsylvania Regional Industrial Facility Authority
Statement of Cash Flows
May 31, 2018*

	Unaudited FY 2018
Operating activities	
Receipts from grant reimbursement requests	\$ 3,084,574
Receipts from leases	215,762
Other receipts	85,500
Payments to suppliers for goods and services	(3,249,475)
Net cash used by operating activities	136,361
Capital and related financing activities	
Capital contributions	1,146,222
Interest paid on bonds	(163,211)
Principal repayments on bonds	(1,230,000)
Net cash provided by capital and related financing activities	(246,989)
Investing activities	
Interest received	21,729
Net cash provided by investing activities	21,729
Net increase (decrease) in cash and cash equivalents	(88,899)
Cash and cash equivalents - beginning of year (including restricted cash)	3,733,475
Cash and cash equivalents - through May 31, 2018 (including restricted cash)	\$ 3,644,576
Reconciliation of operating loss before capital contributions to net cash used by operating activities:	
Operating income (loss)	\$ (238,752)
Adjustments to reconcile operating loss to net cash used by operating activities:	
Non-cash operating in-kind expenses	-
Changes in assets and liabilities:	
Change in prepaids	(1)
Change in other receivables	1,376,619
Change in accounts payable	(1,001,505)
Net cash used by operating activities	\$ 136,361

Components of cash and cash equivalents at May 31, 2018:	
American National - Checking	\$ 736,649
American National - General money market	794,444
Wells Fargo - \$7.3M Bonds CCC Debt service fund	15,630
Wells Fargo - \$7.3M Bonds CCC Project fund	179,240
US Bank - \$11.25M Bonds Berry Hill Debt service fund	35
US Bank - \$11.25M Bonds Berry Hill Debt service reserve fund	1,918,578
	\$ 3,644,576

Danville-Pittsylvania Regional Industrial Facility Authority

Executive Summary

Agenda Item No.:	Item 5D
Meeting Date:	06/11/2018
Subject:	Resolution 2018-06-11-5D – Approving hiring of Biddle Street Industrial Associates, Inc.
From:	Telly D. Tucker, Director of Economic Development, City of Danville

SUMMARY

The Board will be asked to approve Resolution 2018-06-11-5D, approving the hiring of Biddle Street Industrial Associates, Inc. to appraise certain equipment.

ATTACHMENTS

Resolution 2018-06-11-5D

Estimate

Resolution No. 2018-06-11-5D

A RESOLUTION APPROVING THE HIRING OF BIDDLE STREET INDUSTRIAL ASSOCIATES, INC., A PENNSYLVANIA CORPORATION, TO APPRAISE CERTAIN EQUIPMENT AT AN ESTIMATED COST OF \$3,700, AS PART OF THAT CERTAIN LOCAL PERFORMANCE AGREEMENT, APPROVED BY THE AUTHORITY UNDER RESOLUTION NO. 2017-09-07-4F

WHEREAS, the Danville-Pittsylvania Regional Industrial Facility Authority (the “**Authority**”) is a political subdivision of the Commonwealth of Virginia duly created pursuant to the Virginia Regional Industrial Facilities Act, as amended; and

WHEREAS, the Authority approved that certain Local Performance Agreement with Unison Tube, L.L.C., a North Carolina limited liability company, as a recruit, along with the Industrial Development Authority of Pittsylvania County, Virginia, the Industrial Development Authority of Danville, Virginia, the County of Pittsylvania, Virginia, and the City of Danville, Virginia (the “**LPA**”), under Resolution No. 2017-09-07-4F; and

WHEREAS, Section 5 (“Capital Investment and Job Creation by the Company”) of the LPA, entered as of December 21, 2017, requires that the fair market value of “Stock Equipment”, as defined by the LPA, be “determined by an independent third party appraiser selected by RIFA”; and

WHEREAS, the Authority’s support staff has selected and recommends Biddle Street Industrial Associates, Inc. (“**Biddle Street**”), a Pennsylvania corporation, to perform such appraisal; and

WHEREAS, Biddle Street has submitted a quotation of \$3,000 for such work, plus an estimate of \$700 for certain travel expenses as more particularly described in Quotation #104, as shown on **Exhibit A**, attached hereto and incorporated herein by this reference (“**Q#104**”); and

WHEREAS, the Authority has determined that Q#104 is reasonable, necessary and proper for the Authority to perform under the LPA and for the further development of the Authority’s Cane Creek Centre Industrial Park project, in Pittsylvania County, Virginia; and

WHEREAS, the Authority’s Funding Sheet: \$7.3 million Bonds for Cane Creek Centre, as determined by the Authority’s Treasurer, is appropriate and sufficient to pay for Q#104; and

WHEREAS, the Authority has determined that it is in the best interests of the Authority and of the citizens of Pittsylvania County, Virginia, and the City of Danville, Virginia, for the Authority to approve Q#104.

NOW, THEREFORE, BE IT RESOLVED, that

Resolution No. 2018-06-11-5D

1. The Authority does hereby approve Q#104, and hereby authorizes the Chairman or the Vice Chairman of the Authority, either of whom may act independently of the other, to execute and deliver Q#104 and any such other documents in connection with the acceptance of Q#104, with such amendments, deletions or additions thereto, so long as the price for Q#104 does not exceed fifteen percent (15%) of Q#104, as may be approved by the Chairman or the Vice Chairman, such execution by the Chairman or the Vice Chairman to conclusively establish his approval of Q#104 or such other related documents and any amendments, deletions or additions thereto.

2. The Authority hereby authorizes and directs staff and other agents and representatives working on behalf of the Authority to take such actions and to do all such things as are contemplated by Q#104 or as they in their discretion deem necessary or appropriate in order to carry out the intent and purposes of these resolutions.

3. The Authority hereby approves, ratifies and confirms any and all actions previously taken by the Authority, its agents and representatives, in respect to Q#104 and the matters contemplated therein.

4. This Resolution shall take effect immediately upon its adoption.

CERTIFICATE

I, the undersigned Secretary of the Danville-Pittsylvania Regional Industrial Facility Authority, hereby certify that the foregoing is a true, correct and complete copy of a Resolution duly adopted by a majority of the directors of the Danville-Pittsylvania Regional Industrial Facility Authority at a meeting duly called and held on June 11, 2018, and that such Resolution has not been repealed, revoked, rescinded or amended, but is in full force and effect on the date hereof.

WITNESS my hand as Secretary of the Danville-Pittsylvania Regional Industrial Facility Authority this 11th day of June 2018.

(SEAL)

SUSAN M. DeMASI
Secretary, Danville-Pittsylvania Regional Industrial
Facility Authority

Exhibit A
(Q#104)

Biddle Street Industrial Assoc.,
 Inc.
 P.O. Box 118
 West Chester, Penna (19381)

QUOTATION

DATE	QUOTATION #
6/3/2018	104

CUSTOMER
Mr. Telly Tucker OED 427 Patton St. Suite 203 Danville, VA

ITEM	DESCRIPTION	AMOUNT
Travel Expenses	3 nights hotel, meals, gas, tolls, etc. estimated, to be invoiced from travel receipts	0.00 0.00 700.00
Travel Expenses	2 Days of travel to and from Unison Tube LLC facility	0.00 1,000.00
Service Call	2 Days on site at Unison Tube LLC facility to assess tube and pipe benders in the bulding	0.00 0.00 2,000.00

Thank you for your business!

Total	3,700.00
Balance Due	3,700.00