

DANVILLE-PITTSYLVANIA REGIONAL INDUSTRIAL FACILITY AUTHORITY

Minutes

August 11, 2025

A Meeting of the Danville-Pittsylvania Regional Industrial Facility Authority convened at 12:09 p.m. on the above date at the Institute for Advanced Learning and Research, 150 Slayton Avenue, Room 206, Danville, Virginia. Present were City of Danville Members Sherman M. Saunders and Alternate Dr. Gary P. Miller. Pittsylvania County Members present were Vice Chairman William V. Ingram, Robert Tucker and Alternate Darrell Dalton. Chairman J. Lee Vogler, Jr., was absent.

City/County staff members attending were: City Manager Ken Larking, County Administrator Vincent Shorter, Authority Treasurer Michael Adkins, City of Danville Accountant Jaime Pritchett, Pittsylvania County Director of Finance Kim Van Der Hyde, City of Danville Director of Economic Development Corrie Bobe, Pittsylvania County Director of Economic Development Matt Rowe, Pittsylvania County Project Manager Kattie Saunders, Legal Counsel to the Authority Michael Guanzon and Secretary to the Authority Susan DeMasi. Also present were Brian Bradner and Shawn Harden from Dewberry, Linda Green from SVRA, and Pittsylvania County Supervisors Murray Whittle and Ken Bowman.

Vice Chairman William V. Ingram presided.

Mr. Ingram asked for a moment of silence to reflect on Mr. Vogler, and asked Mr. Tucker to say a prayer for Lee and his family.

Mr. Tucker stated, *"Dear Heavenly Father, we are heartbroken, saddened and even angry at the senseless atrocity that happened to our friend, our colleague, Lee Vogler. But Lord, you know all things and we now lean upon you and ask for your peace for our entire political family in this region. We remember Lee in prayer, Heavenly Father, we lift him up to you. We pray for his healing, we pray for his recovery, that you would hasten it. We pray that you comfort him in his heart and help him to keep fighting the good fight of faith. Be by his side when everyone leaves the room. We remember his wife, his children, his parents, his extended family and we pray for them. And Lord, we are confident that you will take care of him and we pray for the doctors, the nurses, the attendants, those that are treating his case. But Lord, we just place it all in your hands and we ask you to take over the case because you are a miracle worker and we have confidence in you. Lord, help all of us around the room to be a support and comfort and let us continue in prayer as we go forward. Lord, don't take our silence lightly but continue to use us for your Glory, and we know, Oh God, that somehow you will get the glory out of this situation. Keep us as you only can. In your Son's name we pray."*

PUBLIC COMMENT PERIOD

No one present desired to be heard.

APPROVAL OF MINUTES OF THE JULY 14, 2025 REGULAR MEETING

Upon **Motion** by Dr. Miller and **second** by Mr. Tucker, Minutes of the July 14, 2025, Regular Meeting were approved as presented. Draft copies had been distributed to Authority Members prior to the Meeting.

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NEW BUSINESS

5A. CONSIDERATION OF RESOLUTION 2025-08-11-5A AUTHORIZING AN AMENDMENT TO THE MAINTENANCE PROPOSAL WITH SELLERS BROTHERS

Pittsylvania County Director of Economic Development Matt Rowe explained this was an amendment to the agreement RIFA has with Sellars Brothers for maintenance of the properties. This was for the Oak Hill Plantation property; the property was significantly overgrown, and a lot of the historic assets on the property were threatened by that growth. Staff requested Sellars Brothers to give an estimate for knocking back that initial growth and getting things back to a manageable status where they can cut the grass. Also, to add that to their monthly rotation of work. The \$22,000 was to get everything cut back, including trees and brush, and the \$250 per month was adding that property to the ongoing maintenance they have with the Authority.

Mr. Tucker **moved** for adoption of *Resolution 2025-08-11-5A, a Resolution authorizing the Negotiation, Execution and Delivery of an Amendment to that certain Maintenance Proposal dated August 8, 2022, as amended, with Sellars Brothers, Inc., a Virginia Corporation, for routine maintenance of the Authority's Southern Virginia Megasite at Berry Hill Project, located in Pittsylvania County, Virginia, at a monthly rate equal to \$3,850.00, the Authority's Cane Creek Centre Industrial Park Project, located in Pittsylvania County, Virginia and Danville, Virginia, at a monthly rate equal to \$2,350.00, and one time ground clearing services for a lump sum fee equal to \$22,000.00, for a term of one year and the Authority has a 30-day early termination right.*

The Motion was **seconded** by Dr. Miller.

Mr. Ingram noted he received a call from Jay Craddock about a traffic safety issue at the intersection of Buford Road and Harville-Saunders Parkway; could they ask Sellars Brothers if they could fix it for RIFA. Mr. Rowe noted he could; they could see if it was something that VDOT was willing to do on RIFA property. Mr. Ingram stated it was shrubbery and growth very close to the road and inhibits a clear line of sight. Mr. Craddock had stated that VDOT would be willing, even if it was on private property, to clear that area, but RIFA would have to pass a Resolution or give authority by this Board.

Legal Counsel for the Authority Michael Guanzon noted that for RIFA to approve anything, staff had to make sure there were funds in the budget for it. City Manager Ken Larking noted Danville Public Works Director Rick Drazenovich was here and was very familiar with dealing with site issues; they could take a look at it, see what needs to be done and come back with a recommendation.

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

VOTE: 4-0
AYE: Ingram, Tucker, Saunders, Miller (4)
NAY: None (0)

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5B. FINANCIAL STATUS REPORTS AS OF JULY 31, 2025

Authority Treasurer Michael Adkins gave the Financial Status report as of July 31, 2025, starting with General Expenditures for FY 2025. RIFA paid the Institute for meals for the June meetings of \$742, the monthly utility bill for the City of Danville of \$176, and recurring maintenance with Sellars Brothers of \$5,590. Mr. Adkins noted there was an overdrawn status on the prior fiscal expenses of about \$5,600 and he was going to ask the Board to let that ride until next month; they still have a few more bills coming in for Fiscal 25 and they will address that next month. General Expenditures for the current fiscal year show one invoice for maintenance paid to Sellars Brothers for their July services of \$1,950. The Funding for the Megasite Other than Bonds had three expenditures, one was the interest payment on the loan for property acquisition, a progress billing from WSP related to the cemetery relocation of \$25,160 and they also paid Fisher & Watkins the fifty percent payment on the work they were going to do on the reinterment, that was \$99,218. Lot 4 Site Development had no activity for July, and Lots 1 and 2 had one expenditure to Dewberry for work under Amendment #41, of \$9,950. Water and Sewer at Berry Hill and Cyber Park Site Development had no activity for July. Rent, Interest and Other Income for the current fiscal year showed RIFA received payment from the Institute related to the Hawkins Building of \$23,342, two leases that renewed, Capital Outdoor and Osborne Company combined was \$3,000 received, and also money market interest of \$22,779. Miscellaneous Income showed the contribution from the City and County of \$125,000 each for the current year. Under Expenditures, RIFA paid Dewberry for part of the strategic plan progress payment of \$20,475 and also the Institute \$23,342 for Hawkins' Building Maintenance.

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

VOTE: 4-0
AYE: Ingram, Tucker, Saunders, Miller (4)
NAY: None (0)

6. CLOSED SESSION

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 purposes:

[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; and
- 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

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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 Southern Virginia Megasite at Berry Hill project, Cyber Park project and/or Cane Creek Centre 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 one or more of the Authority's projects 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; and
- D. As permitted by Virginia Code § 2.2-3711(A)(8) for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel; and
- E. As permitted by Virginia Code § 2.2-3711(A)(29) for discussion of the award of a public contract involving the expenditures of public funds where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the Authority.

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

VOTE: 4-0
AYE: Ingram, Tucker, Saunders, Miller (4)
NAY: None (0)

7. RETURN TO OPEN SESSION

On **Motion** by Mr. Saunders and **second** by Mr. Tucker and by unanimous vote at 1:15 p.m., the Authority returned to open meeting.

Mr. Saunders **moved** for adoption of the following Resolution:

That the Authority certify that, to the best of each Member's knowledge:

- (i) only public business matters lawfully exempted from the open meeting requirements of Virginia Law were discussed in the Closed Meeting to which this Certification Resolution applies, and

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(ii) only such public business matters as were identified in the Motion convening the Closed Meeting were heard, discussed, or considered by Authority.

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

VOTE: 4-0
AYE: Ingram, Tucker, Saunders, Miller (4)
NAY: None (0)

8. COMMUNICATIONS

Authority Board members noted it was a great meeting and thanked the staff for all that they do to bring opportunities to the region.

Mr. Guanzon explained this was a procedural issue on what the by-laws say with regard to leadership. So long as Mr. Vogler was still on the Board, has not been superseded by an appointment by City Council, or he resigns or was otherwise permanently not going to be able to come back, he will still be Chairman. The Vice Chairman, under the bylaws will continue to serve in the capacity during the absence. Should there be a change with regard to one of those issues where Mr. Vogler was not going to be in that position, the Board will need to vote for a new Chairman coming from the City side to serve for the rest of the calendar year. In 2026, as the bylaws state, the leadership for Chairman would revert back to the County side.

In response to Mr. Saunders, Mr. Guanzon explained because of Open meeting rules and because the Board has alternates, for a quorum, it was the actual people present at the meeting; participating by zoom does not count toward the quorum. The member attending by zoom could participate in the discussion, but they cannot participate in voting.

Mr. Guanzon noted Ms. Bobe was named one of the 2025 Women in Leadership Award winners, given by Virginia Business Magazine.

Meeting adjourned at 1:26 p.m.

APPROVED:

s/ William V. Ingram
Vice Chairman

s/ Susan M. DeMasi
Secretary to the Authority