DANVILLE-PITTSYLVANIA REGIONAL INDUSTRIAL FACILITY AUTHORITY
Minutes
June 8, 2026

A Meeting of the Danville-Pittsylvania Regional Industrial Facility Authority convened at 12:11 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 Vice Chairman Sherman M. Saunders, and Alternate Dr. Gary P. Miller. J. Lee Vogler, Jr., was absent. Pittsylvania County Members present were Chairman William V. Ingram, Robert Tucker and Alternate Darrell Dalton.

City/County staff members attending were: City Manager Ken Larking, County Administrator Vincent Shorter, Authority Treasurer Michael Adkins, Assistant City Manager Briana Evans, Pittsylvania County Director of Finance Kim Van Der Hyde, City of Danville Accountants Jaime Pritchett and Zachary Lovelace, City of Danville Director of Public Works Rick Drazenovich, Assistant Director of Economic Development Kelvin Perry, Pittsylvania County Director of Economic Development Matt Rowe – via zoom, Legal Counsel to the Authority Michael Guanzon, and Secretary to the Authority Susan DeMasi. Also present were Linda Green, Pittsylvania County Supervisor Ken Bowman, Brian Bradner, Shawn Harden and Joseph Snead from Dewberry.

Chairman William V. Ingram presided.

PUBLIC COMMENT PERIOD

No one present desired to be heard.

APPROVAL OF MINUTES OF THE SPECIAL CALLED MEETING ON APRIL 24, 2026, AND REGULAR MEETING ON MAY 11, 2026

Upon **Motion** by Mr. Saunders and **second** by Mr. Tucker, Minutes from the April 24, 2026 Special Called Meeting and May 11, 2026, Regular Meeting were approved as presented. Draft copies had been distributed to Authority Members prior to the Meeting.

NEW BUSINESS

5A. CONSIDERATION OF RESOLUTION 2026-06-08-5A AUTHORIZING NEGOTIATION OF A DEED OF EASEMENT WITH TYSON FARMS

Pittsylvania County Director of Economic Development Matt Rowe noted this Resolution was to enable an easement from the Tyson property to an existing force main. The consideration was $100, it was about 1,000 square feet and for Tyson to contribute up to $500 for any associated legal fees. This was in support of Tyson, they have done a great job, exceeded all their metrics, and hopefully this will allow them to have further expansion opportunities.

Mr. Tucker **moved** for adoption of *Resolution 2026-06-08-5A, a Resolution authorizing the negotiation, execution and delivery of a Deed of Easement between the Authority and Tyson Farms, Inc., a North Carolina Corporation, as Grantee, under which the Authority would grant a Sewer Pipeline Easement over, through and along that certain real property (GPIN 2347-28-1224) located in the Authority's Cane Creek Centre Project, located in Pittsylvania County, Virginia, in order to install a Sanitary Sewer Pipeline and related improvements to serve Tyson's Facility.*

The Motion was **seconded** by Dr. Miller and carried by the following vote:

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

5B. CONSIDERATION OF AMENDMENTS TO THE BYLAWS

Mr. Guanzon explained this was to clean up some items in RIFA's bylaws. Under the bylaws, staff needs ten days' notice for changes, this was more than 30 days' notice, and the Board will not vote on this until the next meeting. One change was to clarify setting the agenda; the City Manager Officer and County Administrator Officer will come up with a draft agenda and get that to the chairman or vice chairman; they can always amend or delete items. If staff does not hear from them, they will finalize the agenda to keep within the notification process. On the day of a regular meeting, the Chairman or anyone here, can always make a motion to amend the agenda. For special meetings, only what was listed on the agenda was heard, nothing else can be brought up that was unrelated to that special meeting. The other part was, there were circumstances for a special meeting and who can request the meetings. The Chairman at all times can call a special meeting, but if the City Manager and County Administrator jointly ask for a meeting, it was clarifying that there will be a meeting. This cleans up everything, if other circumstances exist where the City and County representatives want a special meeting, then the chairman shall call the special meeting.

5C. CONSIDERATION OF RESOLUTION 2026-06-08-5C AUTHORIZING THE CHAIRMAN TO COMMISSION A MEMORIAL PLAQUE (NO WRITTEN RESOLUTION)

Mr. Ingram noted he wanted to do something to honor County native Timothy Saunders who was killed in a terrorist attack while onboard the USS Cole. The idea came up to have a special memorial near the new ATDM center. Mr. Ingram stated he reached out to Dewberry and the Institute, and Dewberry recommended a bronze plaque similar to what was already there, and put it in the area nearest the flag pole. Mr. Ingram noted it was on the agenda for discussion, and to authorize payment for the bronze plaque not to exceed $7,000. Mr. Ingram questioned Mr. Bradner from Dewberry if he thought the $7,000 number was appropriate and Mr. Bradner explained that was the number Mr. Hassen provided. Mr. Ingram questioned if it would be appropriate to do a Resolution later to commemorate the date and Mr. Guanzon noted staff would be glad to do that closer to the commemoration time. Mr. Ingram noted they could have a County or County and City, Timothy Saunders' Day.

Dr. Miller noted this was a long time coming, the other sailors have a plaque, this will be just for Timothy. Mr. Ingram stated the sooner they can decide on moving forward, the sooner they can look at a date. He was hoping for a date in October which would mark the 26th anniversary, but that probably will not work; they can come up with a date that was most convenient for the family and the Board.

Mr. Tucker **moved** to approve *Resolution 2026-06-08-6C, a Resolution authorizing the Chairman of the Authority to commission a memorial plaque honoring the late Timothy Saunders who was killed while serving in the United States Navy, where such memorial plaque will be placed at the flag poles near the entrance of the new Accelerated Training in Defense Manufacturing building in the Authority's Cyber Park project located in Danville,* *Virginia, and where the fees for the memorial plaque will not exceed $7,000.00 and the expenditure of such funds are subject to certification by the Authority's Treasurer that funds are available within a budget line item previously approved by the Authority for such purposes or the budget sheet entitled, "unassigned, unencumbered general funds" and proceed. [no written resolution]*

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

Mr. Saunders thanked Mr. Ingram; this was very personal and emotional for him, and asked Mr. Guanzon if he could abstain from voting on this, as it was a family matter. Mr. Guanzon noted he could. Mr. Saunders stated he was honored and thanked the Chairman. Mr. Dalton noted he did not have a vote in this, but he would support this item.

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

VOTE:	3-0-1
AYE:	Ingram, Tucker, Miller (3)
NAY:	None (0)
ABSTAIN:	Saunders (1)

5D. REPORT ON CONTRACTS EXECUTED BY THE CITY MANAGER OFFICER AND COUNTY ADMINISTRATOR OFFICER

City Manager Ken Larking noted Authority Treasurer Michael Adkins was handing out a document showing the purchases that were approved by him and Mr. Shorter over the past year. This was just a report to the Board and if they have any questions about any items, to let them know. There were no questions from the Board.

5E. FINANCIAL STATUS REPORT AS OF MAY 31, 2026

Authority Treasurer Michael Adkins gave the Financial Status report as of May 31, 2026, beginning with General Expenditures for the current fiscal year with legal expenses to Christian & Barton of $13,027.00, Fed Ex charges related to the Averett closing of $103.98, meals paid to the Institute of $700.20, the monthly utility bill of $113.42, and the recurring maintenance payment to Sellars Brothers of $5,950. Next was the recurring loan interest for the purchase of the Hairston property of $8,824.39, and cemetery relocation expenses beginning with Evergreen Lawn Maintenance for $26,112.50, Sellars Brothers for $700.00 and WSP for $48,892.65, all of which were budgeted under the Cemetery Relocation. In response to Mr. Ingram, Mr. Rowe explained that Evergreen Lawn Maintenance installed the pavers in the cemetery and did all of the landscaping work. There was no activity for Lot 4, Lots 1 and 2, Water and Sewer at Berry Hill, and the Cyber Park for the month of May. Under Rent, Interest and Other Income, RIFA received $6,750.00 for Averett University, for the closing of the purchase of the North Campus; it was in the middle of May, so that was a pro-rated amount. RIFA also received $23,358.02 from the Institute related to the Hawkins' Building, a payment from Crown Castle for their June rent of $1,750.00 and also Axxor for the entrance sign lease of $500.00. Miscellaneous income included a payment from the VRSA; there was damage to a house on Beauford Road, RIFA received the insurance payment of $13,500 and will be spending that on the clean-up that Sellars Brothers has already done. RIFA also received $10,000 from Mountain Valley Pipeline for the right of way and easement.

Under Expenses for this past month showed $15,300 to Dewberry Engineers related to the Averett North Campus Phase 1 study and also the final payment to Economic Leadership LLC for the strategic plan of $54,500; that was funded by a grant from DRF and RIFA has already received reimbursement from them. Also, the Hawkins' Building Maintenance Fee to the Institute of $23,358.02, to Christian and Barton related to the Averett closing, including the purchase, a total of $3,383,785.78; that was the first installment payment plus legal fees for that. There was also a principal payment on the Hairston Property for $4,214.83.

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)

5F. FISCAL YEAR 2027 GENERAL EXPENDITURES BUDGET

Authority Treasurer Michael Adkins reviewed the 2027 General Expenditures Budget noting there were only a few differences from last year's adopted budget.

The Hairston property loan that the City and the County have been providing funds to pay, has been incorporated into the budget for next year under Proposed Funding; there was an increase from each locality. Usually it was $125,000 per locality, the proposed amount that each locality has already budgeted was $203,236; that covers the General Expenses plus the debt service on the loan. In addition, staff was anticipating a transfer from Unrestricted Funds of $136,830, that will only be spent if there were invoices that needed that funding. Under Expenses, everything was pretty much the same except for the debt service on the Hairston property, that has been factored in. Staff also increased the legal fees by $50,000, and they were able to decrease other general administrative items by about $9,500. There was a balanced budget presented.

Mr. Tucker **moved** to adopt the General Expenditures Budget; the Motion was **seconded** by Mr. Saunders and carried by the following vote:

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

6. CLOSED SESSION

At 12:36 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 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. Tucker and **second** by Dr. Miller and by unanimous vote at 1:22 p.m., the Authority returned to open meeting.

Dr. Miller **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

(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. Tucker and carried by the following vote:

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

8. COMMUNICATIONS

Mr. Bradner noted invitations were sent for the open house for their new offices on June 8th.

Board Members noted it was a good meeting and to keep up the good work. Mr. Saunders noted that Dewberry has been with RIFA from the beginning on the Megasite and wanted to know if there was a way to publicly thank them. Dr. Miller noted his agreement; they take Dewberry for granted, they do a great job and the Board appreciated what they do. Mr. Ingram noted his agreement with what has been said, and they may need to do a better job to be inclusive of people that have worked behind the scenes. Mr. Ingram thanked staff for what they do.

Meeting adjourned at 1:30 p.m.

APPROVED:

s/ William V. Ingram
Chairman

s/ Susan M. DeMasi
Secretary to the Authority