

**MINUTES OF MEETING  
OF THE  
ECONOMIC DEVELOPMENT AUTHORITY  
OF THE CITY OF LYNCHBURG, VIRGINIA**

November 17, 2022

The meeting of the Board of Directors of the Economic Development Authority of the City of Lynchburg, Virginia, was held in City Council Chambers, 1<sup>st</sup> Floor, City Hall, 900 Church Street, Lynchburg, Virginia, at 9:00 a.m. on Thursday, November 17, 2022, on call of the Chairman and upon written notice to all of the Directors. A copy of the notice of the meeting is filed with these minutes.

The following Directors were present:

Patricia F. Mosby  
Georgeann V. Snead  
Kimberly F. Soerensen  
John M. Stone  
R. Sackett Wood

Absent:           Richard J. Tugman

Also present were the following: Theodore J. Craddock of Caskie & Frost, P.C., counsel for the Authority, Marjette Upshur, Director of the Office of Economic Development and Tourism, Anna Bentson, Assistant Director, and Clayton Copper and Keesha Simon of the Office of Economic Development and Tourism.

John M. Stone, Chairman of the Authority, acted as Chairman of the meeting, and Patricia F. Mosby, Secretary/Treasurer of the Authority, acted as Secretary of the meeting.

The Chairman called the meeting to order and after roll call, declared a quorum present and the meeting open for business.

The Directors first considered the minutes of the Authority's meeting held on October 27, 2022, which had previously been distributed to the Directors. Mr. Stone commented that the initial draft of the minutes had been corrected to add that those present had unanimously authorized Ms. Upshur to negotiate real property matters on behalf of the Authority, which had been left out of the initial draft. Thereafter, on motion duly made by Mr. Wood, seconded by Ms. Mosby, the Directors present unanimously approved the minutes of the October 27, 2022 meeting of the Authority as submitted and corrected, with the following voting:

Aye: Patricia F. Mosby  
Georgeann V. Snead  
Kimberly F. Soerensen  
John M. Stone  
R. Sackett Wood

Nay: None

Absent: Richard J. Tugman

The Chairman asked Ms. Upshur to review with the Directors the Office of Economic Development and Tourism Staff Report. Ms. Upshur highlighted the following matters based upon her written report:

- Ms. Upshur reported that the fiscal year 2024 budget request to City Council is due December 5<sup>th</sup>.
- Ms. Bentson is continuing to serve as Acting Director of Communications & Public Engagement for the City.
- The Office of Economic Development and Tourism will host the quarterly tourism stakeholder gathering on December 15<sup>th</sup> at the Water Dog.
- Ms. Upshur's office hosted a virtual site visit for the selection committee of the Virginia Business Ready Sites program for the Ivy Creek industrial park Sites A&B.
- Ms. Upshur reported that Go Virginia Region 2 has provided unanimous approval to the City's application for \$190,000 to support engineering and due diligence at the City's owned property at the Airport Commerce Park in Campbell County.
- Ms. Upshur reported that her office has had a number of calls concerning the MasterBrands building.
- Ms. Upshur reports that she is hopeful to have a joint meeting between the EDA and Council in the new year.
- Staff will host an in-person site visit with VEDP and KPMG for the next step of the Virginia Business Ready Sites application for sites A&B in Ivy Creek on December 6<sup>th</sup>.
- Ms. Upshur reviewed the history of the conditional use permit request for properties at Dillard Drive and Enterprise Drive.

Thereafter, on motion duly made by Ms. Snead, seconded by Ms. Mosby, the Board went into closed session pursuant to Section 2.2-3711(A)(3) of the Code of Virginia for discussion or consideration of the acquisition of real property for a public purpose, or of 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 adopted, with the following voting:

Aye: Patricia F. Mosby  
Georgeann V. Snead  
Kimberly F. Soerensen  
John M. Stone  
R. Sackett Wood

Nay: None

Absent: Richard J. Tugman

Thereafter, the Board resumed in open session and Ms. Snead made the following motion, which was seconded by Ms. Soerensen, and unanimously passed:

WHEREAS, the Board of Directors of the Economic Development Authority of the City of Lynchburg, Virginia has convened a closed meeting on this date, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Authority that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Economic Development Authority of the City of Lynchburg, Virginia certifies that, to the best of each member's knowledge (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and, (2) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board.

Aye: Patricia F. Mosby  
Georgeann V. Snead  
Kimberly F. Soerensen  
John M. Stone  
R. Sackett Wood

Nay: None

Absent: Richard J. Tugman

The Directors took no action upon matters for which they entered closed session.

Thereafter, on motion duly made by Mr. Wood, seconded by Ms. Soerensen, the Board went into closed session pursuant to Section 2.2-3711(A)(7) of the Code of Virginia for

consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the Authority. The motion was adopted, with the following voting:

Aye: Patricia F. Mosby  
Georgeann V. Snead  
Kimberly F. Soerensen  
John M. Stone  
R. Sackett Wood

Nay: None

Absent: Richard J. Tugman

Thereafter, the Board resumed in open session and Ms. Snead made the following motion, which was seconded by Ms. Soerensen, and unanimously passed:

WHEREAS, the Board of Directors of the Economic Development Authority of the City of Lynchburg, Virginia has convened a closed meeting on this date, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Authority that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Economic Development Authority of the City of Lynchburg, Virginia certifies that, to the best of each member's knowledge (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and, (2) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board.

Aye: Patricia F. Mosby  
Georgeann V. Snead  
Kimberly F. Soerensen  
John M. Stone  
R. Sackett Wood

Nay: None

Absent: Richard J. Tugman

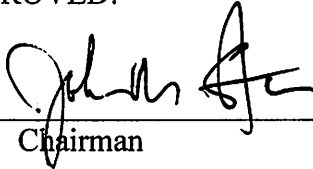
Upon returning from closed session, the Directors discussed the property at the corner of Enterprise Drive and Dillard Drive in the City, and after discussion of the matter, asked the Chairman to send a letter to Council opposing the project.

There being no further business to come before the meeting, the meeting was adjourned at 10:30 a.m.



Secretary

APPROVED:



Chairman