

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

May 18, 2023

The meeting of the Board of Directors of the Economic Development Authority of the City of Lynchburg, Virginia, was held in City Council Chambers, 1st Floor, City Hall, 900 Church Street, Lynchburg, Virginia, at 8:30 a.m. on Thursday, May 18, 2023, 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:

Sean M. Huyett
Patricia F. Mosby
Georgeann V. Snead
John M. Stone
Richard J. Tugman
R. Sackett Wood

Absent: Kimberly F. Soerensen

Also present were the following:

- Theodore J. Craddock of Caskie & Frost, P.C., counsel for the Authority;
- Marjette Upshur, Director, Office of Economic Development and Tourism;
- Clayton Copper of the Office of Economic Development and Tourism;
- Alisha Meador of the Office of Economic Development and Tourism
- Keesha Simon of the Office of Economic Development and Tourism; and,
- T. W. Bruno of McGuire Woods, Bond Counsel (by telephone).

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 considered the minutes of the Authority's meeting held on April 20, 2023, which had previously been distributed to the Directors. Thereafter, on motion duly made by Mr. Tugman, seconded by Ms. Mosby, the Directors present unanimously approved the minutes of the April 20, 2023 meeting of the Authority as submitted, with the following voting:

Aye: Sean M. Huyett
 Patricia F. Mosby

Georgeann V. Snead
John M. Stone
Richard J. Tugman
R. Sackett Wood

Nay: None

Absent: Kimberly F. Soerensen

The Chairman then asked Mr. Craddock to review a request from Centra Health to approve an amendment to the Series 2017D Economic Development Authority of the City of Lynchburg, Virginia Centra Health bond issue. Mr. Craddock introduced Mr. Bruno, Bond Counsel, of McGuire Woods in Richmond to the meeting by telephone. Mr. Craddock and Mr. Bruno explained that the bond issue had been privately placed with Truist Bank and as LIBOR was being discontinued as an interest rate index effective June 30, 2023, it was necessary to amend the 2017D bond issue to replace LIBOR with SOFR, which is Secured Overnight Financing Rate, as described in the modification to the 2017D bond issue. Mr. Craddock reported that he had reviewed and approved the Resolution of the Authority approving the modifications to the terms of the 2017D bond. After a discussion of the matter, on motion duly made by Ms. Snead, seconded by Mr. Wood, the Authority adopted the Resolution with the following voting:

Aye: Sean M. Huyett
Patricia F. Mosby
Georgeann V. Snead
John M. Stone
R. Sackett Wood

Nay: None

Abstain: Richard J. Tugman

Absent: Kimberly F. Soerensen

Mr. Tugman recused himself from considering the issue. Mr. Tugman is an employee of Piedmont Community Health Plan, which is owned by Centra Health.

The Chairman next appointed a Nominating Committee consisting of Ms. Snead and Ms. Soerensen to consider and bring to the Authority at its June meeting a proposed slate of officers for the ensuing year.

The Chairman then asked Ms. Upshur to discuss the Mixed Use on Main Street (MUMS) application with the property owner of 400 12th Street. The Authority has been asked to assist the project by making application to the Virginia Department of Housing and Community Development, as required by the application process. MUMS project funds may be awarded as a grant to the Authority, and the Authority will then make a loan to a for-profit entity. Ms. Upshur and the Directors reviewed the terms of the MUMS loan which must be approved by the

Department of Housing and Community Development. \$6.2 million in total will be expended on this project, also adding 28 residential units to the downtown area, and is projected to have a total economic impact of \$8.9 million and 50 jobs. The addition of a commercial tenant in "Arts, Entertainment & Recreation" (as is the intended tenant) has the potential to generate 20 new jobs with a total annual payroll of \$819,900. This project is located within the Diamond Hill neighborhood and will directly contribute to the furtherance of the Diamond Hill Neighborhood plan, as well as the Downtown 2040 masterplan.

After a discussion of the matter, on motion duly made by Mr. Tugman, seconded by Ms. Mosby, the Authority authorized application for a grant from the Commonwealth of Virginia Industrial Revitalization Fund (specifically the Mixed Use on Main program) for the amount of \$500,000 for AC Capital, LLC to redevelop the ground floor of a building located at 400 12th Street for use by a commercial tenant, thus creating a mixed-use property, and authorizing the Chairman to sign and submit the appropriate documents, with the following voting:

- Aye: Sean M. Huyett
Patricia F. Mosby
Georgeann V. Snead
John M. Stone
Richard J. Tugman
R. Sackett Wood
- Nay: None
- Absent: Kimberly F. Soerensen

The Chairman then asked Ms. Upshur to review with the Directors the Go Virginia grant for the Airport Commerce Park and the Virginia Business Ready Sites Program for Sites A & B in Ivy Creek Innovation Park. Ms. Upshur reported that Mr. Craddock had reviewed the proposed Go Virginia Per Capita Allocation Grant Contract and approved the form of the contract. After a discussion of the matter, on motion duly made by Mr. Tugman, seconded by Ms. Snead, the Authority authorized and directed the Chairman or Vice Chairman to execute the Go Virginia Grant Contract, with the following voting:

- Aye: Sean M. Huyett
Patricia F. Mosby
Georgeann V. Snead
John M. Stone
Richard J. Tugman
R. Sackett Wood
- Nay: None
- Absent: Kimberly F. Soerensen

Ms. Upshur reported that Mr. Craddock had reviewed the proposed Virginia Business Ready Sites Program Grant and approved the form of the Performance Agreement. After a discussion of the matter, on motion duly made by Ms. Mosby, seconded by Mr. Wood, the Authority authorized and directed the Chairman or Vice Chairman to execute the Virginia Business Ready Sites Program Grant, with the following voting:

- Aye: Sean M. Huyett
Patricia F. Mosby
Georgeann V. Snead
John M. Stone
Richard J. Tugman
R. Sackett Wood
- Nay: None
- Absent: Kimberly F. Soerensen

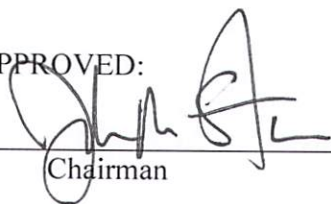
Ms. Upshur then reviewed with the Directors the fiscal year 2024 budget which will be submitted for approval at the Authority's June meeting. Ms. Upshur reported that the Finance Committee had reviewed the proposed budget and recommends approval by the full Authority. Thereafter, on motion duly made by Mr. Tugman, seconded by Ms. Mosby, the Directors approved submitting this completed budget to the Authority at its June meeting.


Ms. Upshur then highlighted several matters from her Staff Report dated May 18, 2023 which she had submitted to the Directors.

She reported that City Council would consider its 2024 budget at the May 23rd meeting of Council.

There being no further business to come before the meeting, the meeting was adjourned at 9:20 a.m.

APPROVED:


Chairman


Secretary