

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

May 16, 2024

The meeting of the Board of Directors of the Economic Development Authority of the City of Lynchburg, Virginia, was held in the Conference Room of the Office of Economic Development & Tourism, 2<sup>nd</sup> Floor, City Hall, 900 Church Street, Lynchburg, Virginia, at 8:30 a.m. on Thursday, May 16, 2024, 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  
John M. Stone  
Richard J. Tugman

Absent:     Georgeann V. Snead  
              Kimberly F. Soerensen  
              R. Sackett Wood

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;
- Cameron Lohr of the Office of Economic Development and Tourism; 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 the 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 18, 2024, 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 18, 2024 meeting of the Authority as submitted, with the following voting:

**Aye:** Sean M. Huyett  
Patricia F. Mosby  
John M. Stone  
Richard J. Tugman

**Nay:** None

**Absent:** Georgeann V. Snead  
Kimberly F. Soerensen  
R. Sackett Wood

The Chairman the reported that a Nominating Committee for nominating officers of the Authority needs to be appointed. The Chairman named Mr. Huyett and Mr. Wood as a Nominating Committee to nominate officers of the Authority for the ensuing year beginning July 1, 2024.

Ms. Upshur then highlighted a number of matters set forth in the Staff Report from the Office of Economic Development and Tourism. She reported that the Airport Commerce Park Grant was in the final stages and her office was working with a site selector and prospects for the former showroom in the MasterBrand building. She reported that Project Range continues to move forward. She reported that the City would be hosting the Virginia Brownfields Conference in June of this year. She reported that the groundbreaking for the Framatome project had occurred.

Thereafter, on motion made by Mr. Tugman, seconded by Ms. Mosby, the Board went into closed session to discuss 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, pursuant to Section 2.2-3711(A)(3) of the Code of Virginia, and for a discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the City of Lynchburg, pursuant to Section 2.2-3711(A)(5) of the Code of Virginia.

The motion was adopted, with the following voting:

**Aye:** Sean M. Huyett  
Patricia F. Mosby  
John M. Stone  
Richard J. Tugman

**Nay:** None

**Absent:** Georgeann V. Snead  
Kimberly F. Soerensen  
R. Sackett Wood

Thereafter, the Board resumed in open session and Ms. Mosby made the following motion, which was seconded by Mr. Tugman, 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: Sean M. Huyett  
Patricia F. Mosby  
John M. Stone  
Richard J. Tugman

Nay: None

Absent: Georgeann V. Snead  
Kimberly F. Soerensen  
R. Sackett Wood

Thereafter, the Directors considered a Request for Proposals for the sale of the Authority's Wiggington Road property. After a discussion of the matter, on motion made by Mr. Tugman, seconded by Mr. Huyett, the Directors present authorized the Chairman to complete the Request for Proposal prepared by the City's Procurement Office upon review and approval by the Authority's counsel, with the following voting:

Aye: Sean M. Huyett  
Patricia F. Mosby  
John M. Stone  
Richard J. Tugman

Nay: None

Absent: Georgeann V. Snead  
Kimberly F. Soerensen  
R. Sackett Wood

There being no further business to come before the meeting, the meeting was adjourned at 10:20 a.m.

Patricia J. Masly  
Secretary

APPROVED:

[Signature] 6.20.24  
Chairman