

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

April 16, 2026

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 8:30 a.m. on Thursday, April 16, 2026, 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  
Kevin J. Pietrzak  
John M. Stone  
Toby F. Tomko  
R. Sackett Wood

Absent:           Richard J. Tugman

Also present were the following:

- Pavlina B. Dirom of Caskie & Frost, P.C., counsel for the Authority;
- Marjette Upshur, Director, Office of Economic Development and Tourism;
- 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 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 March 19, 2026, which had previously been distributed to the Directors. Thereafter, on motion duly made by Ms. Mosby, seconded by Mr. Huyett, the Directors present unanimously approved the minutes of the Authority's March 19, 2026 meeting as submitted, with the following voting:

Aye:               Sean M. Huyett  
                      Patricia F. Mosby  
                      Kevin J. Pietrzak  
                      John M. Stone

Toby F. Tomko  
R. Sackett Wood

Nay: None

Absent: Richard J. Tugman

The next order of business was to consider the proposed revenue bond financing for Centra Health, Inc. and adoption of a resolution authorizing the issuance of revenue bonds by the Authority in an amount not to exceed \$365,000,000.00 in new revenue bonds, plus amounts necessary to refinance certain previously issued bonds, for benefit of Centra Health, Inc., in total not exceeding \$525,000,000.00, and authorizing the execution of related financing documents. The proposed Resolution, along with forms of financing documents, was shared with the Directors before the meeting. The project will support Centra Health's continued investment in healthcare infrastructure serving Lynchburg and the surrounding region. T.W. Bruno, Esquire, Bond Counsel with McGuireWoods, summarized the proposed resolution, advised the Directors that the forms of financing documents referenced in the proposed Resolution were reviewed by the Authority's Counsel, and was present to answer the Directors' questions. The bonds will be issued as conduit revenue bonds by the Authority, with proceeds loaned to Centra Health and its affiliates. Neither the Authority nor the City is obligated to pay the obligations under the bonds and the financing documents except from the revenues, receipts, and payments pledged thereof by Centra Health and its affiliates. All costs and expenses in connection with the undertaking, including the fees and expenses of the Bond Counsel and Authority Counsel, will be paid by Centra Health and its affiliates, and to the extent permitted by applicable law, from the proceeds of the bonds. On a motion made by Mr. Wood, seconded by Mr. Huyett, the Directors present authorized the Chairman and/or Secretary to execute the said Resolution, with the following voting:

Aye: Sean M. Huyett  
Patricia F. Mosby  
Kevin J. Pietrzak  
John M. Stone  
Toby F. Tomko  
R. Sackett Wood

Nay: None

Absent: Richard J. Tugman

The next order of business was Air Service Marketing Update by Cedric Simon, the LYH airport director. Mr. Simon provided an update on marketing the new Chicago route through SkyWest. Mr. Simon informed the Directors that \$20,000.00 is dedicated and will be expanded on the Chicago route-specific marketing campaign through the end of June 2026. This is in addition to \$100,000.00 per fiscal year being spent on LYH airport/all destination marketing. The Chicago destination-specific campaign includes billboards, advertising at Hillcats Baseball Stadium, social media, and digital marketing. As for digital marketing, as of the last reporting update, there were 27,000 impressions through digital marketing and 150,000 impressions on Facebook/Instagram.

Mr. Simon informed the Directors that there is an ongoing marketing plan in place for the next 18 months. According to Mr. Simons, the load factor so far for the Chicago route reached 50%, with a load factor in 70% range being a target. The Authority encumbered up to \$2 million as a subsidy for 18 months since the start of the SkyWest service. This subsidy reduces the barriers to entry and is working together with a \$600,000 subsidy from the Small Community Air Service Development Grant and the City's subsidy of \$400,000.00. The subsidies are targeted to reduce SkyWest's upfront operating shortfalls and are triggered considering many factors, including load/ridership and fuel cost factors. Mr. Simons advised that the parking lot has been full, which is also a good sign. Ms. Upshur advised that her office is leaning in as well through the re-engagement of large employers.

The next order of business was a report from the Incentive Committee by Mr. Pietrzak. The incentive committee met on March 27, 2026, to review incentive-related items and provide recommendations to the Authority. The Committee serves in an advisory capacity and does not take formal action. Mr. Pietrzak informed the Directors that the committee reviewed the performance agreement and staff analysis related to the \$280,000.00 local incentive for the benefit of Bausch & Lomb. While the company did not meet the original job creation target, it exceeded capital investment projections and generated a positive fiscal impact on the City. The Committee recommends that the Authority approve full release of the \$280,000.00 incentive. On motion made by Mr. Pietrzak to approve the release of the \$280,000.00 incentive to Bausch & Lomb, as previously authorized under the performance agreement, based on verified capital investment and fiscal return to the City, seconded by Mr. Wood, the Directors present authorized the release of the \$280,000.00 incentive to Bausch & Lomb, with the following voting:

Aye: Sean M. Huyett  
Patricia F. Mosby  
Kevin J. Pietrzak  
John M. Stone  
Toby F. Tomko  
R. Sackett Wood

Nay: None

Absent: Richard J. Tugman

Further, Mr. Pietrzak informed the Directors that the Incentive Committee reviewed progress on infrastructure improvements associated with the Delta Star performance agreement and the request for partial release of incentive funds tied to completed milestones. The Incentive Committee recommends that the Authority approve a partial release of \$250,000.00 to Delta Star based on the completed infrastructure milestone as verified by the City staff, consistent with the performance agreement. On motion made by Mr. Pietrzak to approve the partial release of the incentive funds in the amount of \$250,000.00 to Delta Star, consistent with the performance agreement and based upon completed infrastructure milestones as verified by staff, seconded by Ms. Mosby, the Directors present authorized the release of the \$250,000.00 incentive to Delta Star, with the following voting:

Aye: Sean M. Huyett  
Patricia F. Mosby  
Kevin J. Pietrzak  
John M. Stone  
Toby F. Tomko  
R. Sackett Wood

Nay: None

Absent: Richard J. Tugman

The next order of business was a report from the Finance Committee by Ms. Mosby. The Finance Committee met on April 10, 2026, and reviewed two primary items. First, the Finance Committee received a briefing from Mr. Simon, the LYH airport director, and reviewed the airline subsidy associated with the new SkyWest service. The Authority has encumbered up to \$2 million for this effort, and the subsidy will be invoiced quarterly, if needed, based on actual performance, the gap between operating costs and passenger revenue, as determined by several factors. The initial invoice will cover the first six days in March. There is also a \$600,000.00 federal Small Community Air Service Development grant, which will be applied last, along with possibly a \$400,000.00 match by the City. Based on this structure, the Finance Committee recommends approval of subsidy payment as invoiced, consistent with the agreement. Ms. Upshur advised that the invoices as received will be shared with the Directors and reviewed by her office and the CPA, as necessary. On motion made by Ms. Mosby to approve the aforesaid subsidy payments as invoiced, provided the invoices are consistent with the underlying agreement, seconded by Mr. Tomko, the Directors present authorized the payment of said invoices, provided the invoices are consistent with the underlying agreement, as follows:

Aye: Sean M. Huyett  
Patricia F. Mosby  
Kevin J. Pietrzak  
John M. Stone  
Toby F. Tomko  
R. Sackett Wood

Nay: None

Absent: Richard J. Tugman

Further, Ms. Mosby informed the Directors that the Finance Committee reviewed correspondence from the Business Development Center regarding potential disposition of loan funds. This includes the VEW and BDC loan funds, while the RLF funds return to the City. Given the outstanding loans, governance considerations, and alignment with the Authority's role, the Finance Committee determined that additional analysis was warranted. The Finance Committee recommended further study before any action was taken.

The next order of business was a report from the Property Committee by Mr. Wood. The Property Committee met on March 12, 2026. The Property Committee reviewed and discussed the status of various items, including a request from City Engineering regarding dedication of Right-of-Way for the proposed McConville Road extension at 2253 and 2273 Lakeside Drive; Ivy Creek Innovation Park Sites A & B; Airport Commerce Park (no action); and SBA Communications Tower Lease at 929 Wiggington Road. Mr. Wood informed the Directors that SBA requested early lease renewal, that there is an alternative consideration of a potential sale given that the ground lease is an outlier for the Authority (the Authority does not own the tower), and the legal counsel's recommendation that the Authority obtain an independent valuation and site impact analysis before acting. Mr. Wood made a motion for the office of the Authority to investigate and evaluate the cost range for valuation services and report back. Ms. Mosby seconded the Motion. The Directors present authorized the office to investigate and evaluate the cost range for valuation services, and report back, with the following voting:

Aye: Sean M. Huyett  
Patricia F. Mosby  
Kevin J. Pietrzak  
John M. Stone  
Toby F. Tomko  
R. Sackett Wood

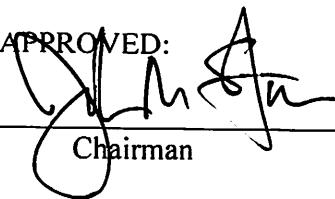
Nay: None

Absent: Richard J. Tugman

The Chairman then asked Ms. Upshur to highlight items from her Office of Economic Development and Tourism Staff Report. Ms. Upshur reported that spec sheets are needed to assess marketability at Albert Lankford Drive (Genworth property), that work in pursuit of industrial ready pad sites continues at Ivy Creek Innovation Park with projected readiness in one year, that Co.Starters celebrated 10<sup>th</sup> anniversary, that City's credit rating was reaffirmed by all three credit rating agencies at Aa2, and that PDGA Champions Cup was a great success with a huge 4-day economic impact to the City and surrounding areas. Ms. Upshur highlighted the economic benefits from Tourism as applied to this event and similar events. Ms. Upshur would like to explore building a professionally designed disc golf course at Ivy Creek.

There being no further business to come before the meeting, the meeting was adjourned at 9:32 a.m.

APPROVED:

  
Chairman

  
Secretary