



Holly Gray, Vice President  
David Brundage, Board Member  
John Pullen, Board Member

Carl E. Gierisch, Jr., President

Brian Darby, Board Member  
David Thompson, Board Member  
Ernie Adams, Board Member

**MINUTES**  
**ROANOKE CONVENTION CENTER HOTEL LOCAL DEVELOPMENT CORPORATION**  
**MAY 26, 2026**  
**CITY HALL COUNCIL CHAMBERS**  
**500 S. OAK STREET**  
**7:30 P.M.**

**PRESENT:** President Carl E. "Scooter" Gierisch, Jr., Vice President Holly Gray, Board Members Brian Darby, David Brundage, David Thompson, John Pullen, and Ernie Adams; City Manager Cody Petree, Assistant City Manager Jeriahme Miller, and City Secretary Lindsay Rawlinson.

**DEPT. STAFF:** Chief of Police Jeff Williams, Fire Chief Chris Addington, Finance Director Kyle Lester, Information Technology Manager Blake Gore, Economic Development Manager Siale Langi, Human Resources Manager Jamie Seil, Library & Museum Director Kelly Schenkel, Public Engagement Manager Sandra Pettigrew, and City Planner Ashlie Tolliver.

**ABSENT:** None.

**A. CALL TO ORDER**

President Gierisch called the meeting to order at 8:20 p.m.

**B. PUBLIC INPUT**

None.

**C. APPROVAL OF THE MINUTES**

1. Consider approval of the minutes from the Roanoke Convention Center Hotel Local Development Corporation regular meeting held April 28, 2026

Motion made by Vice President Gray and seconded by Board Member Thompson to approve the minutes from the Roanoke Convention Center Hotel Local Development Corporation meeting held April 28, 2026.

Motion carried unanimously.



**MINUTES OF THE ROANOKE  
CONVENTION CENTER HOTEL LOCAL  
DEVELOPMENT CORPORATION**

**April 28, 2026  
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**D. NEW BUSINESS**

1. Consideration and action on approval of Amendment #02 to a Design Building Agreement (DBA) by and between Roanoke Convention Center Hotel Local Development Corporation and Brasfield & Gorrie for an Early Work Package to enable work through the preparation of shop drawings and submittals, for early-engaged trades, and procurement of long-lead equipment to maintain the schedule in the amount of \$1,711,173.02.

Garfield Public/Private LLC Senior Vice President Mark Bullard provided a brief update on the item and advised that the proposed amendment is to advance shop drawings, negotiate prices, the procurement of long lead time items as well as the procurement and installation of a site fence.

Motion made by Vice President Gray and seconded by Board Member Thompson to approve Amendment #02 to a Design Building Agreement (DBA) by and between Roanoke Convention Center Hotel Local Development Corporation and Brasfield & Gorrie for an Early Work Package to enable work through the preparation of shop drawings and submittals, for early-engaged trades, and procurement of long-lead equipment to maintain the schedule in the amount of \$1,711,173.02.

Motion carried unanimously.

**E. ADJOURNMENT**

Motion made by Vice President Gray and seconded by Board Member Darby to adjourn the meeting at 8:26 p.m.

Motion carried unanimously.

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Carl E. "Scooter" Gierisch, Jr., President

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Lindsay Rawlinson, City Secretary