

## **MINUTES**

A meeting of the Western Virginia Regional Industrial Facility Authority's (WVRIFA) Participation Committee for the Wood Haven Road Project was held Friday, December 15, 2017 at 9:40 a.m. at the Roanoke Valley-Alleghany Regional Commission office (Top Floor Conference Room), 313 Luck Avenue, SW, Roanoke, VA.

### **1. CALL TO ORDER, ROLL CALL**

Chairman Gates called the meeting of the WVRIFA Participation Committee to order at 9:40 a.m. Jackie Pace called the roll and stated that a quorum was present.

WVRIFA Participation Committee Members Present: Kevin Boggess; City of Salem; Bob Cowell, City of Roanoke; and Tom Gates, Roanoke County.

Staff Present: Sam Darby, WVRIFA Counsel (Glenn Feldmann Darby and Goodlatte); Sherry Dean, Roanoke Valley-Alleghany Regional Commission; Beth Doughty, Roanoke Regional Partnership; John Hull, Roanoke Regional Partnership; and Jackie Pace, Roanoke Valley-Alleghany Regional Commission.

Others Present: Wayne Bowers, City of Roanoke Economic Development; Gary Larrowe, WVRIFA Board Member – Botetourt County; Jill Loope, WVRIFA Board Member – Roanoke County; J. Granger Macfarlane, WVRIFA Board Member – City of Roanoke; and Keith and Amanda Moore, Citizens.

### **2. APPROVAL OF SEPTEMBER 15, 2017 MINUTES**

The Minutes of the September 15, 2017 WVRIFA Participation Committee Meeting were previously distributed.

#### **WVRIFA Participation Committee Action:**

Kevin Boggess moved approval of the September 15, 2017 WVRIFA Participation Committee Minutes, as presented. The motion was seconded by Bob Cowell and carried.

### **3. AMENDMENT TO THE PARTICIPATION COMMITTEE'S FY'18 BUDGET**

Sherry Dean reviewed adjustments to the WVRIFA Participation Committee's FY'18 Budget for the Wood Haven Road Project.

Ms. Dean commented on the following adjustments to the Revenues, which included:

- Addition of \$100,000 for a recently awarded VEDP Ready Site Grant.
- Removed rental property income amount of \$10,800.

Revenues – Original budget amount \$4,316,800. Budget changes needed total \$24,629.76.  
Updated FY'18 Budget amount \$4,341,429.76.

Adjustments to the Expenses included:

- Reduction of \$382,000 to engineering fees.
- Addition of \$71,000 for structure demo phase I (in the process of demolishing three properties, and one property has been boarded up/stabilized).
- Added \$1,600,000 for land.
- Added net change to the Draper Aden contract of \$45,648.
- Removed Anglin Realty Fees of \$864 (no longer renting properties).

Expenses – Original budget amount \$570,249. Budget changes amount +1,333,844. Updated FY'18 Budget amount \$1,904,093.

The complete listing of adjusted line items in the FY'18 Budget was included in the December 15, 2017 agenda (page 6).

**WVRIFA Participation Committee Action:**

Kevin Boggess moved that the amendments to the WVRIFA Participation Committee's FY'18 Budget be forwarded to the WVRIFA Board for their review and approval, as presented. The motion was seconded by Bob Cowell and carried.

**4. STATUS REPORT ON WOOD HAVEN ROAD PROJECT**

- Beth Doughty stated another factor in demolishing the three Wood Haven properties was that they were not rentable in their current condition.
- John Hull reported that he completed and submitted a GO Virginia application to Region II, for \$200,000, to help fund the utility connections/extensions (water and sewer) and to help bring the utilities to grading elevations needed for the Wood Haven Road site. The total amount needed to complete the utility connections/extensions work is estimated at \$960,000. If the \$200,000 is awarded from GO Virginia, the remaining amount of \$760,000 would come from the revenue bond proceeds. GO Virginia Region II will meet on January 25, 2018 to consider applications received.
- It was reported that work on the Master Plan continues. The Transportation Impact Analysis (TIA) is in progress and will likely be resubmitted following the last comment phase (concept plans being developed in support of TIA). The TIA is a thorough document and is intended to help improve access in the corridor. Ms. Doughty noted that it is anticipated to move to rezoning after the first of the year.

**5. OTHER COMMENTS**

Chairman Gates noted that the "Public Comment Period" item was inadvertently not listed on the agenda. Chairman opened the floor and asked if anyone from the public would like to make any comment(s) at this time concerning the Wood Haven Road project specifically.

Keith Moore asked about the demolition contract awarded to Bowman and asked if that was the same Mr. Bowman who owns the property. Ms. Doughty noted it was not the owner, but possibly a relative. She further noted that procurement rules were followed regarding the demolition contract.

Amanda Moore asked if it is anticipated that any further land would be bought. Ms. Doughty stated that would be a consideration if there are owners willing to sell, but it is not part of the Master Plan. The Master Plan includes the Bowman, Stafford Lewis and Amos properties.

Concerning meetings of the Covenant Committee, formed to look at the covenants for the Wood Haven property, Mr. Moore stated if those meetings were open to the public, he would like to receive notifications regarding such meetings.

Ms. Moore asked if it has been decided what the buildings are going to look like on the property, how many buildings there will be, the size of the buildings, will there be regulations of whether they have brick or windows, and which direction they would face. Ms. Doughty stated that would be part of the Covenant Committee discussions. Ms. Doughty also stated that WVRIFA would not be building any of the buildings so it cannot be determined at this time how many will be on the property, but aesthetics and usability of the property would be part of the Covenant Committee conversations. Chairman Gates said that would ultimately be part of the land use plan and the land use plan process would begin in the spring of 2018 and there would be opportunities for public comment at that time.

The meeting was adjourned at 9:55 a.m.

Submitted by:

Jackie L. Pace  
Recording Secretary