

WESTERN VIRGINIA REGIONAL INDUSTRIAL FACILITY AUTHORITY

PARTICIPATION COMMITTEE
Wood Haven Road Project

MINUTES

A meeting of the WVRIFA Participation Committee for the Wood Haven Road Project was held on Friday, October 19, 2018 at 10:00 a.m. at the Roanoke Valley-Alleghany Regional Commission office (Top Floor Conference Room), 313 Luck Avenue, SW, Roanoke, VA.

1. CALL MEETING TO ORDER

Chairman Gates called the WVRIFA Participation Committee Meeting to order at 10:00 a.m.

2. ROLL CALL

Chairman Gates asked Virginia Mullen to call the roll of the WVRIFA Participation Committee. Ms. Mullen reported that a quorum was present.

Participation Committee Members Present: Kevin Boggess, City of Salem; Robert Ledger (*Alternate for Bob Cowell*), City of Roanoke; and Tom Gates, Roanoke County.

Staff Present: Beth Doughty, WVRIFA Director; John Hull, WVRIFA Assistant Director; Sam Darby, WVRIFA Counsel (Glenn Feldmann Darby and Goodlatte); Sherry Dean and Virginia Mullen, WVRIFA Finance/Administrative Staff (Roanoke Valley-Alleghany Regional Commission).

Others Present: Gary Larrowe, WVRIFA Board Member - Botetourt County; Jill Loope, WVRIFA Board Member - Roanoke County; and Granger Macfarlane, WVRIFA Board Member - City of Roanoke.

3. APPROVAL OF CONSENT AGENDA ITEMS

The following Consent Agenda items were distributed earlier: (A) September 21, 2018 Minutes and (B) FY'18 Financial Reports Ending September 30, 2018.

WVRIFA Participation Committee Action:

Kevin Boggess moved for the approval of Items A&B under the Consent Agenda, as distributed. The motion was seconded by Rob Ledger and carried.

ADMINISTERED BY:

Roanoke Valley-Alleghany Regional Commission
313 Luck Avenue, SW, Roanoke, VA 24016
info@wvrifa.org / www.wvrifa.org

4. **PUBLIC COMMENT PERIOD**

Participation Committee Chairman Gates opened the public comment period. No comments were received, and Chairman Gates closed the comment period.

5. **WATER AND SEWER PROJECT UPDATE**

John Hull reported that the contract with Balzer and Associates Inc. has been signed. Balzer and Associates have started working on the road and utilities alignment. It is expected that construction will begin in the first or second quarter of next year.

6. **CLOSED MEETING PURSUANT TO VA. CODE 2.2-3711**

A communication was previously sent from Tom Gates, Chairman of the WVRIFA Participation Committee, requesting that the Committee convene in a Closed Meeting to discuss the potential acquisition of privately-owned property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to section 2.2-3711 A. 3. of the Code of Virginia (1950), as amended.

Motion was made by Tom Gates and seconded by Kevin Boggess to go into a Closed Meeting, per the request pursuant to Section 2.2-3711 A. 3. of the Code of Virginia, 1950, as amended. The motion was adopted and carried by a vote of 3 to 0. The WVRIFA Participation Committee went into a Closed Meeting at 10:10 a.m.

7. **END CLOSED MEETING AND RECONVENE REGULAR MEETING**

Motion was made by Tom Gates and seconded by Kevin Boggess that the WVRIFA Participation Committee end the Closed Meeting and return to its regular committee meeting. The motion was adopted and carried by a vote of 3 to 0. The WVRIFA Participation Committee ended the Closed Meeting and returned to its regular committee meeting at 10:40 a.m.

8. **ADOPTION OF RESOLUTION OF CERTIFICATION OF CLOSED MEETING**

Motion was made by Tom Gates and seconded by Kevin Boggess to adopt the following certification resolution:

WHEREAS, the Western Virginia Regional Industrial Facility Authority Participation Committee 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 Western Virginia Regional Industrial Facility Authority Participation Committee that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, that the Western Virginia Regional Industrial Facility Authority Participation Committee hereby 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 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 Western Virginia Regional Industrial Facility Authority Participation Committee.

The motion was adopted by a Roll Call vote of 3 to 0 as follows:

Member & Vote

Kevin Boggess – Yes
Robert Ledger – Yes
Tom Gates – Yes

9. MARKETING PLAN PRESENTATION

Beth Doughty shared that a \$15,000 grant has recently been awarded to WVRIFA from Appalachian Power for marketing the Wood Haven property, noting that the award has not been publicly announced yet. The money will be used to create marketing drawings of the property, to create web presence and graphic identity materials, and for collateral material on the property.

10. OTHER BUSINESS

John Hall reported that he has discussed three options with Sean Horne, with Balzer and Associates Inc., of how to increase site readiness and upgrade to tier 5 (the current water and sewer project would rank as tier 4 according Virginia Business Ready Site Program Tier Readiness). All three options include clearing of a little over thirty acres of woodland on the west side to increase visibility and overall attractiveness of the site. There were three different scenarios of moving roughly 200-250 cubic yards of earth to level portions of the site, since leveling the entire site would be too expensive. Mr. Hull recommended to move forward with option one which was clearing of the wooded area and flattening it by rough grading. Ms. Doughty added that these options were being discussed because of the opportunity to leverage \$500,000 of state money that would require a match of at least \$500,000. Ms. Doughty believes that spending a million dollars in addition to the state grant money would result in significant impact on the site. The group agreed with Mr. Hull's recommendation to move forward with option one.

The WVRIFA Participation Committee meeting adjourned at 10:44 a.m.



Virginia Mullen, Recording Secretary
WVRIFA Participation Committee