

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, January 17, 2020 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

John Hull, Director of the Western Virginia Regional Industrial Facility Authority called the meeting to order at 10:00 a.m. Mr. Hull stated that Chairman Bob Cowell would not be in attendance at the WVRIFA Participation Committee meeting and committee members would need to elect a Chairman Pro Tem from among its members to temporarily chair the January 17, 2020 meeting.

Motion: by James Taliaferro to appoint Dan O'Donnell to serve as Chairman Pro Tem for the January 17, 2020 meeting. The motion was seconded by James Taliaferro.

WVRIFA Participation Committee Action: Motion carried unanimously.

2. ROLL CALL

Chairman Pro Tem O'Donnell welcomed those in attendance and asked Virginia Mullen to call the roll. Ms. Mullen noted that a quorum was present.

Participation Committee Members Present: James Taliaferro, City of Salem; Robert Ledger, City of Roanoke (*Alternate for Bob Cowell*); and Dan O'Donnell, Roanoke County.

Staff Present: John Hull, WVRIFA Director; Sam Darby, WVRIFA Counsel; and Virginia Mullen, WVRIFA Finance/Administrative Staff.

Others Present: Granger Macfarlane, City of Roanoke; and Chris Burns, Balzer & Associates, Inc.

3. APPROVAL OF THE SEPTEMBER 20, 2019 PARTICIPATION COMMITTEE MINUTES

The September 20, 2019 Participation Committee Minutes were distributed earlier.

Mr. Taliaferro suggested the following correction under item #2. Roll Call, Others Present: "Melinda Payne, City of Roanoke" to be replaced with "Melinda Payne, City of Salem".

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Roanoke Valley-Alleghany Regional Commission
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Motion: by James Taliaferro to approve the Minutes of the September 20, 2019 Participation Committee meeting, as amended. The motion was seconded by Robert Ledger.

WVRIFA Participation Committee Action: Motion carried unanimously.

4. **PUBLIC COMMENT PERIOD**

There were no comments.

5. **INNOVATION DRIVE/WOODHAVEN ROAD TURN LANES PAVING & CONSTRUCTION PROJECT UPDATE**

John Hull reported that the Utility Extension Project has been moving along. Part of the work that is taking place is grading of the entrance road and should be completed in the next two months. Currently a project to install curb gutter, pave the road and install turn lanes is in permitting review with Roanoke County. Next step would be to advertise and procure a contractor to pave the road, install curb gutter and turn lanes. Mr. Hull provided the following project timeline:

February – Preliminary Site Plan Approval
February – Advertise Invitation for Bid
March – Award Contract and Permitting
May – Commence Construction
Fall 2020 – Complete Construction

6. **WOOD HAVEN TECHNOLOGY PARK PRELIMINARY CLEARING & ROUGH GRADING PROJECT UPDATE**

John Hull reported that last year the Authority approved an agreement with VEDP for the Virginia Business Ready Site to design grading for Phase 1 Development Pad and to clear the western extent of the property. Balzer and Associates are consulting with Roanoke County Zoning and Development Services Staff on the design for the full 53 acres Phase 1. Additional geotechnical work is required to fully scope out the project cost. The projected timeline for this project is as follows:

February/March – Additional Geotechnical/Rock Exploration
June – Preliminary Approval for Phase 1
June – Advertise Invitation for Bid
July – Award Contract & Permitting
October – Clearing Complete
Third Quarter 2021 – Grading Complete

Hull noted that timeline of the property's clearing and grading may be affected by the outcome from threatened and endangered species surveys that have to be performed.

7. **UPDATE ON REZONING OF FORMER BOWER PARCEL**

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John Hull stated that the Authority purchased two acres from Mr. Bower, and that the property needs to be rezoned. The rezoning of the Bower property is driven by the permitting of the full 53 acres and now might be the best time to look at doing it since plans are being developed for the site. The projected timeline for this project is as follows:

February – WVRIFA/Board Consideration of Application

March – File Application

May/June – Community Meeting, Public Hearing, Planning Commission, and BOS

Mr. O'Donnell suggested that in addition to the public hearing there may be a need of a community meeting as well.

John Hull updated the committee with the current WVRIFA financial situation as of January 2020, reporting that the Authority has roughly \$3,700,000 in cash assets and about \$3,000,000 in obligations, representing the projects reported in the meeting and other associated work.

8. OTHER BUSINESS

No other business was discussed.

The WVRIFA Participation Committee meeting adjourned at 10:33 a.m.



Virginia Mullen, Recording Secretary
WVRIFA Participation Committee

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