

WESTERN VIRGINIA REGIONAL INDUSTRIAL FACILITY AUTHORITY

PARTICIPATION COMMITTEE
Wood Haven Road Project

MINUTES

The April meeting of the WVRIFA Participation Committee for the Wood Haven Road Project was held on Thursday, April 28, 2022 at 10:00 a.m. at the Roanoke Valley-Alleghany Regional Commission office (Top Floor Conference Room), 313 Luck Avenue, SW, Roanoke VA.

NOTE: The April 28, 2022 Meetings of the WVRIFA Participation Committee and the WVRIFA Board of Directors were held simultaneously (jointly) since several items on both agendas were the same.

1. CALL MEETING TO ORDER

Chair Cowell called the meeting to order at 10:00 a.m.

2. ROLL CALL

Chair Cowell welcomed those in attendance and asked Virginia Mullen to call the roll. Ms. Mullen noted that a quorum was established.

Participation Committee Members Present: Rob Light, City of Salem; Bob Cowell, City of Roanoke; and Richard Caywood, Roanoke County.

Staff Present: John Hull, WVRIFA Director; Matt Miller, Roanoke Regional Partnership; Maryellen Goodlatte, WVRIFA Counsel; Sherry Dean and Virginia Mullen, WVRIFA Finance/Administrative Staff.

Others Present: Gary Larrowe, Botetourt County; Ken McFadyen, Botetourt County; Christopher Whitlow, Franklin County; Jill Loope, Roanoke County; Crystal Williams, City of Salem; and Richard "Pete" Peters, Town of Vinton.

3. ACTION NEEDED: APPROVAL OF THE CONSENT AGENDA ITEMS


The following consent agenda items were distributed earlier: (A) March 18, 2022 WVRIFA Board Minutes and (B) Financial Reports as of March 31, 2022.

Motion: by Rob Light to approve the consent agenda items (A) and (B), as distributed. The motion was seconded by Richard Caywood.

WVRIFA Participation Committee Action: Motion carried.

4. PUBLIC COMMENT PERIOD

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There were no comments.

5. **ACTION NEEDED: APPROVAL OF BOND TO SUPPORT INOVATION DRIVE IMPROVEMENTS**

John Hull reported that the bond letter (distributed with the agenda packet) is intended to replace a bond that Bowman Excavating Inc. has held for the Innovation Drive project. The Innovation Drive Road will not be accepted in the state system until there is suitable level of traffic, generated on that road. It is required by Roanoke County the bond to be held until that is accomplished. The letter of credit that is in the agenda packet allows the Authority to assume responsibility for the bond.

Mr. Caywood asked if the road could meet the service requirements as a single user. Mr. John Hull replied that he would follow up with VDOT on the road acceptance guidelines.

Motion: by Richard Caywood to recommend to the WVRIFA Board the approval of the bond letter, as presented. The motion was seconded by Rob Light.

WVRIFA Participation Committee Action: Motion carried unanimously.

6. **VEDP CONTRACT BUFFERING**

John Hull presented plans from Balzer for additional landscaping, that would utilize the VEDP funds (the contract was distributed with the agenda packet pages 21 through 34). The plan includes planting 48 colorado blue sprues, 13 green giant arborvitae and 114 leyland cypress.

Motion: by Rob Light to recommend to the WVRIFA Board the approval of the VEDP contract, as presented. The motion was seconded by Rob Light.

WVRIFA Participation Committee Action: Motion carried unanimously.

7. **PROJECT UPDATE**

John Hull reported that the Authority had made final payment on the grading project with Bowman Excavating and the project is complete.

8. **REQUEST FOR CLOSED MEETING**

Motion was made by Richard Caywood that the Committee convene in a Closed Meeting to discuss the potential disposition of publicly held real 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. The motion was seconded by Rob Light. The motion was adopted and carried by a vote of 3 to 0. The WVRIFA Participation Committee went into a Closed Meeting at 10:20 a.m.

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9. **END OF CLOSED MEETING RECONVENE REGULAR PARTICIPATION COMMITTEE MEETING**

Motion was made by Richard Caywood and seconded by Rob Light 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 10:43 a.m.

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

Motion was made by Richard Caywood and seconded by Rob Light 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 to 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

Bob Cowell – Yes
Richard Caywood – Yes
Rob Light – Yes

11. **ACTION BY THE PARTICIPATION COMMITTEE AS A RESULT OF THE CLOSED MEETING**

There was no action by the Participation Committee as a result of the closed meeting.

12. **OTHER BUSINESS**

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No other business was discussed.

13. **ADJOURNMENT OF THE WVRIFA PARTICIPATION COMMITTEE**

The WVRIFA Participation Committee Meeting adjourned at 10:45 a.m.



Virginia Mullen, Recording Secretary
WVRIFA Participation Committee

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