

WESTERN VIRGINIA REGIONAL INDUSTRIAL FACILITY AUTHORITY

PARTICIPATION COMMITTEE
Wood Haven Road Project

MINUTES

The November meeting of the WVRIFA Participation Committee for the Wood Haven Road Project was held on Friday, November 18, 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 November 18, 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. (The WVRIFA Board of Directors was held virtually).

1. CALL MEETING TO ORDER

Chair Cowell was unable to attend the meeting. Mr. Richard Caywood chaired the meeting in his place.

Mr. Caywood called the meeting to order at 10:08 a.m.

2. ROLL CALL

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

Participation Committee Members Attendance:

Richard Caywood, Roanoke County

Marc Nelson, City of Roanoke (Designee for Bob Cowell)

James Taliaferro, City of Salem (participated remotely to avoid COVID exposure; Salem City Hall, Salem VA)


Note: City of Salem was also represented by Tommy Miller (designee for James Taliaferro). Mr. Miller attended in person at the Regional Commission's office 313 Luck Ave., SW, Roanoke VA 24016).

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

Others In Attendance: Gary Larrowe (via zoom), Botetourt County; Luke Campbell (via zoom), Botetourt County; Michael Burnette (via zoom), Franklin County; Jill Loope, Roanoke County; Rebecca Owens, Roanoke County; Megan Baker, Roanoke County; Madeline Sefcik, Roanoke County; Brent Robertson (via zoom), City of Roanoke; Richard "Pete" Peters (via zoom), Town of Vinton; Cody Sexton (via zoom), Town of Vinton; Ann Blair, Virginia Economic Development Association; Jeremy Holmes, Regional Commission.

3. ACTION NEEDED: APPROVAL OF CONSENT AGENDA ITEMS

ADMINISTERED BY:

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

The following consent agenda items were distributed earlier: (A) September 16, 2022 WVRIFA PC Minutes and (B) Financial Reports as of September 30, 2022.

Motion: by Richard Caywood to approve the consent agenda items (A) and (B), as presented. The motion was seconded by James Taliaferro.

WVRIFA Participation Committee Action: Roll Call Vote – Ayes 3 (Caywood, Taliaferro, Nelson); Nays 0 and Abstentions 0. Motion carried unanimously.

4. PUBLIC COMMENT PERIOD

There were no comments.

5. ACTION NEEDED: FY24 PC MAINTENANCE DUES APPROVAL

Mr. Hull commented that the FY24 PC Maintenance Dues were distributed with the agenda packet (page 21 of the agenda). He noted that the dues have not changed and are the same as the previous year.

Motion: by Richard Caywood to recommend to the WVRIFA Board the approval of the FY24 PC Maintenance Dues, as presented. The motion was seconded by James Taliaferro.

WVRIFA Participation Committee Action: Roll Call Vote – Ayes 3 (Caywood, Taliaferro, Nelson); Nays 0 and Abstentions 0. Motion carried unanimously.

6. BUSINESS READY SITE PROGRAM GRANT UPDATE

John Hull reported that the application was submitted few months ago. Mr. Hull noted there was a very successful virtual presentation of the site. Mr. Hull reminded that the project is divisible to three different parts and each part provides unique benefits:

- Stormwater facility and drainage - \$1.5 million to make the impacts on the southern side of the site and build the necessary stormwater facility.
- Additional grading - \$2.0 million to almost double the size of the pad.
- Acquisition - \$2.2 million for acquisition of adjacent properties.

Mr. Hull reported that the application had proceeded to the next stage.

7. PROJECT UPDATES

Mr. Hull reported that the buffering planting is under way and the planting should be completed by the end of the year.

8. OTHER BUSINESS

No other business was discussed.

9. REQUEST FOR CLOSED MEETING

ADMINISTERED BY:

Roanoke Valley-Alleghany Regional Commission
313 Luck Avenue, SW, Roanoke, VA 24016
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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 James Taliaferro. The motion was adopted and carried by a vote of 3 to 0. The WVRIFA Participation Committee went into a Closed Meeting at 10:29 a.m.

10. END OF CLOSED MTG. RECONVENE REGULAR PARTICIPATION COMMITTEE MTG.

Motion was made by Richard Caywood and seconded by James Taliaferro 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 11:20 a.m.

11. ADOPTION OF CERTIFICATION RESOLUTION OF CLOSED MEETING

Motion was made by Richard Caywood and seconded by Marc Nelson 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

Marc Nelson – Yes
Richard Caywood – Yes
James Taliaferro – Yes

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12. **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.

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

Motion: by Richard Caywood to adjourn the WVRIFA Participation Committee Meeting. The motion was seconded by Marc Nelson.

WVRIFA Participation Committee Action: Motion carried.

The WVRIFA Participation Committee Meeting adjourned at 11:21 a.m.



Virginia Mullen, Recording Secretary
WVRIFA Participation Committee

ADMINISTERED BY:

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