

Meeting Minutes
Roanoke Valley – Alleghany Regional Commission
CEDS Committee Meeting

November 04, 2010
3:00 PM, Greenfield Education and Training Center
57 South Center Drive
Daleville, VA 24083

Committee Members:

Present:

Ken Lanford, Jim Poythress, James Houff, Hunter Young, Mark Stockwell, Darlene Burcham, Jill Loope, David Price, John Strutner, Chris Lawrence, Consuela Caudill, Mark Taylor, Carl Brinkley

Absent:

Beth Doughty, Don Assaid, Stephanie Clark, Jennifer Durling, David Trinkle, Eddie Elswick, Bryon Foley, Carolyn Fidler, Gerald Burgess, John Doane Tracey Shiflett, Richard Flora, Chris Morrill, Kevin Boggess, Teresa Hammond, Doloris Vest, Joyce Waugh, Michael Maxey, Chuck Simpson, Kevin Persinger, Anne Stanley, Ione Callender, Jay Foster, Terri Workman, Rob Erdman, Rebecca L Walter, Steve Mullins, David Preston, Hal Mabe, Stephanie Brown, Debbie Kavitz, Robert Sandel, Richard Teaff

Others Present:

Wayne Strickland, RVARC
Eddie Wells, RVARC
Scott Burton, RVARC
Rob Ledger, City of Roanoke Economic Development
Lindsay Hurt, City of Roanoke Economic Development
David Kleppinger, AHEDC
Steve Cronemeyer, Verizon

Proceedings:

The Meeting was called to order at 3:05 PM by Chairman Ken Lanford.

Welcome and Introductions:

Chairman Lanford welcomed everyone to the meeting and thanked them for their attendance. He then asked everyone to introduce themselves.

Mr. Burton, the Roanoke Valley-Alleghany Regional Commission's new Regional Planner, began by providing a brief overview of his professional and educational background. Chairman Lanford then asked everyone else to briefly introduce themselves.

Following introductions, Chairman Lanford mentioned that the Roanoke-Valley Alleghany Regional Commission has requested private sector CEDS committee appointments from Roanoke County, Town of Vinton, Town of Clifton Forge, City of Roanoke, and City of Salem. They were notified that their private sector representatives did not attend any meetings last year and would need to be replaced.

The public sector representatives then provided the committee with an update regarding their private sector appointments. Ms. Burcham, Town of Clifton Forge, and Ms. Caudill, Town of Vinton both indicated that their respective representatives were still interested in being part of the committee. The other localities mentioned above are in the process of making a selection.

Review of Current CEDS Goals/Objectives:

Mr. Burton began by presenting the 2009-2010 Committee approved vision statement and goals/objectives. Mr. Burton then asked the committee if there were any suggested changes to the goals and objectives. None of the members in attendance had any suggestions and so Mr. Burton continued with his presentation.

Review of New Project Suggestions and Prioritization Criteria:

Mr. Burton began with an overview of the types of projects commonly submitted for consideration. Mr. Burton then briefly outlined the Jackson St. pump station automatic bar screen project. The following Jackson St. pump station information was provided:

- Jackson St. pump station is a vital component to the Town of Clifton Forge's Sewage Collection System
- The in-channel automatic bar screen, which protects the pumps by removing debris, is antiquated and frequently malfunctions.
- The unit has been repaired numerous times, including replacement of the elevator chains (at least twice), and major replacement and repair of the drive chain and sprocket assembly.
- Further repairs of the unit are becoming difficult due to the availability of replacement parts.

A detailed cost estimate was then briefly discussed:

- New 22 inch bar-screen, elevator and controls.....\$250,000
- Engineering Services.....\$37,500
- Removal of existing unit.....\$10,000
- Installation of new unit.....\$25,000
- Contingency.....\$37,500
- Total Preliminary Project Estimate.....\$350,000

Mr. Burton noted that a project nomination and update form was emailed to all committee members following the August webinar. He then asked that any and all project updates and/or

nominations be submitted by November 12 so that ample time is available for compiling an updated project package before the subcommittee begins ranking all projects.

Mr. Strickland noted that he would be sending a letter containing all projects outlined by jurisdiction to all project sponsors for their review. The purpose, he revealed, is to ensure that the project list is up-to-date and that any recently completed projects or projects near completion be removed. This conversation provided a seamless transition into the next topic of discussion, the prioritization criteria.

At this time Mr. Burton began presenting the 2010-2011 prioritization criteria. Ms. Burcham asked if there was still an opportunity to revise the criteria. Several committee members also expressed the need to revise the prioritization criteria in order to ensure a more complete and realistic project package. Mr. Kleppinger mentioned the Innovation Park project, currently number two in the top ten priority projects action plan, as an example of a highly ranked project that is at least a decade away of becoming a reality. Mr. Kleppinger was part of the ranking subcommittee last year and noted that it was difficult to rank projects without sufficient details. Mr. Stockwell then recommended that complete information be required before a project is considered for inclusion.

This led to an extensive discussion about alternative methods that could potential be utilized to evaluate the prioritization criteria and project package. Mr. Poythress suggested that the project package be disaggregated according to the year construction and/or planning would likely begin. Additionally, it was also proposed that the projects scheduled to begin sometime in the immediate future be given a much higher priority. Mr. Strickland recommended that the projects be disaggregated into categories according to their project type: utilities, infrastructure, transportation, manufacturing, etc. Mr. Strickland also mentioned that the committee should consider requiring that projects meet a minimum score before they become part of the final project package.

Several members in attendance also suggested that any project without a cost estimate be removed from the list. Mr. Stockwell, Ms. Burcham, and Ms. Loope put forward the idea that any project failing to meet EDA eligibility guidelines be removed from the list. There was also a consensus regarding the idea that the prioritization criteria be combined to simplify the ranking process. Mr. Stockwell noted his desire that the projects score be part of the annual report update. Mr. Stockwell's suggestion seemed to resonate with others in attendance.

Chairman Lanford thanked everyone for the input and noted that the subcommittee would consider all concerns and suggestions.

Appointment of Project Prioritization/Ranking Subcommittee:

At this time Chairman Lanford asked for subcommittee volunteers. It was agreed that the subcommittee be responsible for revising the prioritization criteria and re-evaluating all projects. Mr. Burton then noted that he would contact all subcommittee members to coordinate further regarding when they would meet (December or January). It was determined that the subcommittee be comprised of the following volunteers.

- Jim Poythress
- Mark Stockwell
- Darlene Burcham
- Ken Lanford

- Rob ledger/Lindsay Hurt

Chairman Lanford thanked those who volunteered to be part of the ranking subcommittee.

Update on EDA Community Trade Assistance Projects:

Mr. Burton updated the committee regarding the outcome of two recent EDA community Trade Assistance Projects:

- Low Moor Data Security Center (commonly referred to as the Low Moor Mine)
- Western Virginia Transportation Equipment Manufacturing Competitiveness Initiative

Mr. Burton then asked Mr. Wells to explain why he believed the Low Moor Data Security Center did not receive EDA funding. Mr. Wells noted that the EDA determined the project to be too speculative and that not enough concrete information was available.

Mr. Burton continued detailing the EDA Community Trade Assistance Projects. He noted that the Western Virginia Transportation Equipment Manufacturing Competitiveness Initiative received \$1.5 million in EDA funding. Mr. Burton noted that the EDA seemed particularly interested in this project. Mr. Burton then provided a detailed timeline describing the EDA's continued interest.

Update on Designation as an Economic Development District:

Mr. Burton asked Mr. Strickland to provide the committee with an update regarding the region's Economic Development District (EDD) designation. Mr. Strickland noted that the EDA is looking at board structure to ensure that it meets all necessary EDD requirements. Mr. Strickland explained that the EDA requires that 35% of the board be comprised of private sector representatives. Mr. Strickland stated that the RVARC is currently working with their EDA representative and that an outcome is expected by the summer 2011.

Alleghany Regional Commerce Center presentation by David Kleppinger (AHEDC):

David Kleppinger, the Executive Director of the Alleghany Highlands Economic Development Corporation, then gave a PowerPoint presentation on the Alleghany Regional Commerce Center.

Meeting Schedule:

Mr. Burton reminded everyone about upcoming CEDS meetings and provided a general workflow schedule.

Upcoming CEDS meetings:

- January 20, 2011 at 3:00 PM at the Greenfield Education and Training Center.
- April 21, 2011 at 3:00 PM at the Greenfield Education and Training Center.

Adjournment:

Chairman Ken Lanford thanked everyone once again for their attendance and participation. The meeting was adjourned at 4:30 PM.