

The regular meeting of the Botetourt County Board of Supervisors was held on Tuesday, November 24, 2015, in Rooms 226-228 of the Greenfield Education and Training Center in Daleville, Virginia, beginning at 2:00 P.M.

PRESENT: Members: Dr. Donald M. Scothorn, Chairman
Mr. L. W. Leffel, Jr., Vice-Chairman
Mr. John B. Williamson, III
Mr. Billy W. Martin, Sr.
Mr. Todd L. Dodson

ABSENT: Members: None

Others present at the meeting:

Mrs. Kathleen D. Guzi, County Administrator
Mr. David Moorman, Deputy County Administrator
Mr. Michael W. S. Lockaby, County Attorney

The Chairman called the meeting to order at 2:00 P. M.

The Chairman then asked for a moment of silence and then led the group in reciting the pledge of allegiance.

Dr. Scothorn then asked the Board members to come forward for two employee presentations—to Mr. Pete Peters and to Mrs. Kathleen Guzi.

Dr. Scothorn thanked Mr. Peters for his assistance to the County. He then asked Mr. Peters and his family to step forward, as he read the following proclamation:

WHEREAS, Richard W. "Pete" Peters, Jr., was employed by the County of Botetourt from November 15, 2005 until December 1, 2015; and,

WHEREAS, Mr. Peters served as the County's Assistant Director of Parks and Recreation; Director of Parks and Recreation; and as Director of Parks, Recreation, and Tourism during that time; and,

WHEREAS, Mr. Peters' duties included oversight of the County's recreation and tourism-related departments including working closely with the Parks and Recreation Advisory Commission to direct County recreation goals and achievements and working on numerous joint projects with the Botetourt County Public Schools; and,

WHEREAS, during Mr. Peters' tenure, Botetourt County developed the Upper James River Water Trail, expanded the Botetourt Sports Complex, began work on implementation and acquisition of rights-of-way for the County's greenway trail system, provided oversight of development and construction of the pad-ready site in Botetourt Center at Greenfield, oversaw and developed various youth sports leagues and award-winning turf fields throughout the County, implemented an award winning and nationally-ranked disc golf course on the Greenfield property, and successfully coordinated numerous tournaments and other events with the recreation departments from the various Roanoke Valley governments, among others; and,

WHEREAS, as of December 7, 2015, Mr. Peters will be employed as the Assistant Vinton Town Manager as well as the Town's Economic Development Director and, even though he will be missed, his friendly manner and tireless work for Botetourt County will not be forgotten;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Botetourt County, on its own behalf and on behalf of the citizens of Botetourt County, extends its appreciation and gratitude for Mr. Richard W. Peters, Jr.'s, dedication and commitment over the past 10 years to help Botetourt County grow and progress.

FURTHER, the Board wishes Mr. Peters success and fulfillment in his new position as Assistant Vinton Town Manager. Signed by Dr. Donald M. Scothorn, Chairman, Botetourt County Board of Supervisors, November 24, 2015.

The Board members expressed their appreciation to Mr. Peters and his family as they presented Mr. Peters with the gift of a framed copy of this resolution and a Jefferson Cup.

Mr. Peters expressed his thanks and appreciation to Board members for the opportunities he was given while working for the County.

Dr. Scothorn then thanked Mrs. Guzi for her dedication to citizens and Botetourt County, then read the following proclamation:

WHEREAS, Kathleen D. Guzi served as Botetourt County Administrator from March 26, 2012 until November 20, 2015; and,

WHEREAS, in this position she worked with numerous economic development prospects who expressed interest in locating in Botetourt County, as well as working with Virginia Forge, Altec Industries, and Dynax America Corporation on expansions to their existing facilities to effect economic growth in order to maintain and improve the quality of life in Botetourt County; and,

WHEREAS, during her tenure the County successfully transferred ownership of its water and sewer utilities to the Western Virginia Water Authority, joined the Western Virginia Regional Industrial Facilities Authority and the Roanoke Valley Broadband Authority, worked to implement an intergovernmental agreement regarding the Roanoke Center for Animal Control and Protection, worked with the Virginia Department of Transportation to begin construction on the Interstate 81 Exit 150 improvement project and safety improvements on U. S. Route 220 north of Eagle Rock; and,

WHEREAS, she hired the County's first Chief of Fire and Emergency Medical Services and its first Economic Development Manager, worked with staff to develop an Agriculture Economic Development Study and an Exit 150 Study, worked with staff to develop an Utility-Scale Wind Energy Ordinance, and worked with the Board of Supervisors on setting Strategic Planning initiatives and priorities, among others; and,

WHEREAS, at all times she performed her duties with devotion and a willingness to engage the community as a whole so that all sides of an issue would be considered;

NOW, THEREFORE, BE IT RESOLVED, that in recognition of her positive impact on Botetourt County, its residents, businesses, and visitors, the Botetourt County Board of Supervisors offers their sincere thanks to Mrs. Kathleen D. Guzi for her 3½ years of service to Botetourt County and its citizens and wishes her good fortune in her future endeavors. Signed by Dr. Donald M. Scothorn, Chairman, Botetourt County Board of Supervisors, November 24, 2015.

A framed copy of this proclamation was then presented to Mrs. Guzi.

Mr. Leffel stated that he enjoyed the Board's working relationship with Mrs. Guzi. He then stated that he also appreciated Mrs. Guzi's hard work and wished her the best in the future.

Mrs. Guzi said, "It had been an honor and privilege, serving the citizens of Botetourt County; working with such an incredibly talented and dedicated staff has been very rewarding. Together we accomplished a great deal. We modernized the organization while keeping the things that makes Botetourt County special, the same. As we say here in the County, 'Explore the Possibilities'. We have created many additional possibilities over these past few years, and yet, there are many more to come. I am thankful that I played a small role in creating some of these possibilities and positioning the County for a bright future. Thank you for this opportunity, and I wish this community all the best for the future."

After discussion, on motion by Mr. Martin, seconded by Mr. Dodson, and carried by the following recorded vote, the Board approved the minutes of the regular meeting held on October 27, 2015, as submitted. (Resolution Number 15-11-01)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on approval of additional appropriations. Mr. Tony Zerrilla, Director of Finance, stated that there were no transfers for the Board's consideration this month. He stated that the appropriations were for reimbursements, insurance claim funds, receipt of State Fire Program Funds, inmate medical co-payments, and miscellaneous receipt of funds for the Sheriff's Department. He noted that the regular appropriation was for the receipt of FY 15 Four-For Life Funds which will be distributed to the volunteer rescue squads on this month's accounts payable list.

There being no discussion, on motion by Mr. Williamson, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board approved the following additional appropriations. (Resolution Number 15-11-02)

AYES: Mr. Dodson, Mr. Martin, Mr. Leffel, Mr. Williamson, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Additional appropriation in the amount of \$6,381.59 to Sheriff's Department – RAID Patrol, 100-4031200-5830. This is a quarterly reimbursement of RAID program expenses for the Botetourt County Sheriff's Office Alternative Program.

Additional appropriation in the amount of \$9,063.92 to Volunteer Fire and Rescue – Fire Insurance, 100.4032200.5302. These are funds received from insurance claims for damages to apparatus.

Additional appropriation in the amount of \$70,248 to Volunteer Fire and Rescue – County Volunteer Fire Departments, 100-4032200-5641. These are Fire Program Funds received from the State and are distributed evenly to the County's fire departments to be applied toward volunteer fire department expenditures. These payments are being made on the County's regular accounts payable disbursements cycle this month.

Additional appropriation in the amount of \$1,457.64 to Correction and Detention – Professional Services, 100-4033100-3100. These are inmate co-payments received for inmate medical activity.

Additional appropriation in the amount of \$289.85 to Sheriff's Department – Vehicle and Power Equipment Supplies, 100-4031200-6009. These are funds received from the State for reimbursement of extradition costs.

Additional appropriation in the amount of \$1,302.60 to Sheriff's Department – Firing Range Expenses, 100-4031200-6015. These are funds received from the sale of brass casings material recovered from the Sheriff's firing range.

Additional appropriation in the amount of \$24,275 to Volunteer Fire and Rescue – County Rescue Departments, 100-4032200-5651. These are Four-For-Life Funds received from the State at the end of FY1, and will be distributed evenly to County volunteer rescue squads to be applied toward volunteer rescue squad expenditures. These payments are being made on the regular accounts payable disbursements cycle this month.

Consideration was then held on approval of the accounts payable list and ratification of the Short Accounts Payable List. Mr. Tony Zerrilla, Director of Finance, stated that this month's accounts payable totaled \$990,494.02; \$981,430.69 in General Fund expenditures, and \$9,063.33 in Debt Service Fund invoices. He further noted that this month's Short Accounts Payable list totaled \$378,616.46; \$375,561.46, in General Fund invoices; and Debt Service Fund expenditures of \$3,055.

Mr. Zerrilla noted that this month's large expenditures included: \$28,149 to Haley Ford for a police utility vehicle; \$158,510 to Sheehy Auto Stores for six Sheriff's Department interceptor vehicles; \$82,313 to the Botetourt Health Department for 25% of their annual budget allocation; and \$30,000 to Virginia Western Community College for annual support of the CCAP Program.

There being no further discussion, on motion by Mr. Dodson, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board approved the accounts payable list and ratified the Short Accounts Payable List as submitted. (Resolution Number 15-11-03)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on a request for an increase in the Recreation Incentive Fund program. Mr. Tony Zerrilla, Director of Finance, stated the County's Recreation Incentive Fund Program was an award-winning initiative that provided interested parties, individuals, community groups, and businesses to participate in the program and receive matching funds on a reimbursement basis for approved projects that benefit County-owned and leased properties.

Mr. Zerrilla stated that in 2014 a policy change was made whereby the County's incorporated towns were made eligible to participate in the program. He noted that the towns identified projects last year and this year that would benefit County citizens in the recreation and tourism areas. He further stated that this year's Incentive Fund projects would be brought before the Board later in this meeting for consideration.

Mr. Zerrilla noted that currently \$20,000 has been budgeted for FY16 and this amount has been the approximate average figure budgeted for the past five years. He further noted that, in previous years, the budget had been as high as \$70,000. Mr. Zerrilla stated that the Incentive Fund submissions this year are for projects that have been reviewed by staff and endorsed by the Recreation Commission; however, the amount requested exceeds the \$20,000 budget.

Mr. Zerrilla stated that staff is recommending that an additional \$15,000 be approved in FY16 to fund these projects. He further stated that staff would seek to cover this additional expense internally with existing budgeted funds over the course of the remainder of the fiscal year. Mr. Zerrilla stated that, while he is fairly hopeful that this coverage can be achieved, if existing funds were not available, staff would then request that the Board provide an appropriation at or near the end of the fiscal year to fund these projects.

Mr. Dodson confirmed this would be for FY 16 and a one-time expense.

After questioning by Mr. Martin as to whether funds had been budgeted for this request, Mr. Zerrilla stated that he would look for underspending within the current budget, as the request was not in the FY 16 budget.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Dodson, and carried by the following recorded vote, the Board authorized a \$15,000 increase in the Recreation Incentive Fund Program. (Resolution Number 15-11-04)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on the request to use the School system's Minor Capital Reserve Fund monies to purchase four school buses. Mr. Tony Zerrilla, Director of Finance, and Mr. John Busher, Superintendent of Schools, were present to speak regarding this matter.

Mr. Zerrilla noted that the Board's agenda item included a letter from Mr. Busher detailing this request. He stated that the School Board, at their November meeting, authorized Mr. Busher to access the School's Capital Reserve Fund - Minor portion for the purchase of regular and special needs school buses in an amount not to exceed \$350,000.

Mr. Zerrilla stated that the School's Capital Reserve Fund was established whereby annual school budget surpluses would be distributed as follows: two-thirds of the budget savings would be transferred to the Schools; and one-third would revert to the County's General Fund. He noted that the School then distributes two-thirds of their portion of these monies to their Major Capital Reserve Fund which is earmarked for future school construction, building additions, renovations, architectural/engineering fees relating to said projects, etc., and the remaining one-third is directed to their Minor Capital Reserve Fund for capital improvement projects, but its usage is not solely limited to CIP items.

Mr. Zerrilla further stated that today's request is to use these monies for school buses, this fits the intended use as a Minor Capital Reserve Fund project. He noted that, based on the current balance of each fund, with an allocation of October interest income based on a weighted average of funds in each portion, the School Minor Capital Reserve Fund had a balance of \$138,416. He noted that the Major Capital Reserve Fund would then have a balance of \$496,934.

Mr. Zerrilla stated that, as the school bus funding request was for \$350,000 and the Minor Capital Reserve had a balance of only \$138,416, an additional \$211,584 would be required to meet the funding needs for this purchase. Mr. Zerrilla then recommended that the Board authorize the County Treasurer to transfer funds in the total amount of \$211,584 from the County's Undesignated General Fund Balance to the School Capital Reserve Fund for the purchase of three regular buses and one special needs bus, including any necessary outfitting for the vehicles.

After discussion, Mr. Zerrilla stated that the Schools would then apply these transferred funds to their Minor Capital Reserve Fund. He further stated that, because of the need to appropriate funds for their use, when the amount of the original budget appropriated for the School Reserve Fund was considered (\$740,000), and the current balance of the Reserve Fund (\$635,350) and the recommended transfer (\$211,584) were added and taken into account, it is also being requested that \$106,934 be appropriated for School Capital Reserve spending. He noted that, since the current balance is less than the FY16 original appropriation, the full \$211,584 must be transferred, however, only \$106,934 would require an appropriation by the Supervisors.

Mr. Busher then spoke of the need by the schools for the new buses.

After questioning by Mr. Martin, Mr. Zerrilla confirmed that this purchase would consist of three regular buses and one special needs bus.

Mr. Williamson noted that, based on discussion held in this past spring on this matter, the numbers presented today were somewhat convoluted but he considered the transfer appropriate.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board authorized use of the School system's

Minor Capital Reserve Fund monies to purchase four school buses, including the required outfitting. (Resolution 15-11-05)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

After questioning by Mr. Dodson, Mr. Busher then provided an update on repairing school roofs. He noted that Spectrum Design was in the process of looking at roofs, power, windows, energy, and their review would be complete in June 2016. Noting the capital needs at Lord Botetourt High School, Mr. Busher said that their use of an outside agency for this review was necessary. He further noted that as of yesterday the agency had walked through all of the elementary schools and would give a report to the School Board after finishing the walk through.

Consideration was then held on a request for matching funds from the Library Incentive Fund for the Buchanan Library project. Mr. Steve Vest, Library Director, stated that the Buchanan Library's interior renovation project was nearly complete. He noted that the goal was to create a larger space for children's books which would also be more visible to the library staff and provide a safer environment for patrons. Mr. Vest further stated the current children's room is located adjacent to a set of stairs that leads to the basement which is a potential safety hazard. He noted that they would like to move books away from this area and create a new children's room in the location of a former staff workroom.

After discussion, Mr. Vest stated that, with the Board's help, they would be able to achieve their goals. Mr. Vest said that the Friends of the Buchanan Library volunteered and raised half of the \$2,222 cost for these renovations and he would like to request the remaining half from the Board to complete this project's funding. Mr. Vest thanked the Board for creating the Incentive Fund.

Dr. Scothorn thanked Mr. Vest for the detailed proposal.

There being no further discussion, on motion by Mr. Leffel, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board authorized payment of up to \$1,111 from monies budgeted for Library Incentive Fund monies to be used for Buchanan Library improvements. (Resolution 15-11-06)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Kevin Hamm, Maintenance Operations Manager with the Virginia Department of Transportation, was then present to speak to the Board. Mr. Hamm then gave an update regarding the box culvert replacement project on Craig Creek Road. He stated that there have been a couple of construction delays; however, he expected an opening during the first week of December would allow two-way traffic. He noted that the road would remain graveled for about two weeks but is scheduled to be paved and marked in mid-December.

Mr. Hamm asked for the Board's concurrence on four superstructure and culvert replacement projects so that they could be advertised for bids in March 2016. He stated the first project was for a bridge deck replacement project on Route 666 (White Church Road) at the intersection of Gravel Hill Road and located approximately 1.4 miles from Route 717 (Ruby Road). He noted that this project would entail traffic being detoured for approximately 72 hours.

Mr. Hamm noted that the second project would be a culvert replacement on Catawba Road approximately 1.5 miles from Route 672 (Greenway Hollow Road); the third location would be a culvert replacement on Old Rail Road (Route 817), near the intersection with Branchwater Lane and about 0.8 miles from Edlo Lane; the fourth location would be a culvert replacement at Oaklawn Drive in Blue Ridge between Beachmont Drive and Silverburch Drive.

There being no further discussion, on motion by Mr. Williamson, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board concurred with VDoT's request to advertise the following four improvement projects: Bridge deck replacement on Route 666 (White Church Road) near Gravel Hill Road; culvert replacements on Catawba Road near Greenway Hollow Road; on Old Rail Road near Branchwater Lane; and on Oaklawn Drive between Beachmont Drive and Silverburch Drive.(Resolution 15-11-07)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Concerning land development projects, Mr. Hamm stated that VDOT processed one project review, three private entrance permits, one commercial permit, and five utility permits in the previous month. He further stated VDoT continues to patch roads. He noted that ditch work on Breckinridge Mill Road was stopped temporarily in order to pave Brugh's Mill Road during the recent warm weather. Mr. Hamm said they continued to fix the dumpsite on Cartmill's Gap Road which should be finished by the end of next week.

Regarding the Lithia Road project, Mr. Hamm stated VDoT had run into problems with some landowners and their engineering staff were obtaining prices on how to raise the roadway without moving the road. He further stated the VDoT's environmental staff are checking into moving the channel away from the road and back to its original position; however, this would be an expensive, time-consuming method, and their preference would be to raise the road.

After questioning Mr. Williamson regarding whether the road would have to be raised four or five feet, Mr. Hamm stated that although the creek was within inches, of the road's surface, it was not deep, just widespread, and he needed to review video taken during flooding events to determine the problem area.

Mr. Williamson commented that, once raised, there would be a dam, and it would be deeper than just the natural flow.

Mr. Hamm agreed and noted that this week he became aware of the environmental aspect, which would be expensive, if necessary.

Mr. Hamm then discussed traffic engineering studies. He stated that Mountain Pass Road continues to be a big topic, plus guardrail requests in the turns, which he said had been referred to Traffic Engineering for their decision. Mr. Hamm further stated that a decision on this roadway's through truck restriction would be made in approximately 60 days. He said their office had received five to six calls per week regarding large trucks using Mountain Pass Road.

Regarding the Trevey Road engineering study, Mr. Hamm said that VDoT completed their review and is not recommending any changes to the roadway at this time due to low traffic counts, limited right-of-way to widen the road, and, if deeper ditches are installed, water will run down the roadway.

After questioning by Mr. Williamson regarding the danger point at the roadway's crest and the possibility of installing a warning sign, Mr. Hamm acknowledged the restricted traffic passing area, but stated that the crest was a known situation to drivers. Mr. Hamm stated that

he could discuss that location again with Traffic Engineering to see if a warning sign could be installed.

Regarding a request to move the truck restriction sign on Webster Heights Road, Mr. Hamm stated VDoT would not recommend moving the sign and he was not sure why truckers were still using this roadway as a shortcut from Route 460 to the Webster Brick facility.

After discussion by Mr. Martin, Mr. Hamm suggested calling the brick company and getting the Sheriff's Office to write tickets for trucks using Webster Heights Road after the proper truck restriction signage had been installed.

Mr. Hamm noted that a request from some Town of Troutville council members and citizens had been received for directional signage for the Exit 150 area indicating that I-81 can be reached on Route 11 northbound through the Town of Troutville. Mr. Hamm stated that VDoT would add a total of four signs on northbound Route 11 from the Exit 150 area for a distance of five miles; three of which would be in the Town to inform truck drivers to continue north through town to reach Exit 156. He noted that this is proposed so that misdirected truckers could continue straight on Route 11 to access the interstate instead of making a U-turn on Route 11 to go back to Exit 150.

Mr. Hamm then stated that Mr. Williamson's request last month for a continuous right-hand turn lane on Route 220 northbound from Advance Auto to Valley Road was being reviewed by their engineering staff. He noted that there are complications in that area.

After questioning by Mr. Dodson regarding the exact the location of the turning lane, Mr. Hamm explained the location as heading toward Fincastle on Route 220 between the Advance Auto store and Valley Road which has no shoulder and a long section with no arrows.

Mr. Hamm then noted that at the Board's October meeting, he mentioned that VDoT would be receiving additional monies for paving projects. Mr. Hamm stated the amount would be just under one-half million dollars and would be used for paving additional routes, additional surface treatment projects, and a couple of roads in the industrial park area.

Mr. Williamson then thanked Mr. Hamm for finishing paving on Springwood Road and Valley Road. He questioned when the paving work would be completed on Brugh's Mill Road and Blue Ridge Turnpike, and also questioned tractor trailers parking at/near the Brugh's Mill Country Store on Route 640 near I-81.

Mr. Hamm stated that the road temperatures need to be at 40 degrees to pave, although VDoT could conduct patching work at a little lower temperature. Mr. Hamm further stated that their traffic engineers reviewed the Brugh's Mill Road area near I-81 Exit 156 regarding a tractor trailer that went over the off-ramp's shoulder area and rolled over. He noted that while no accidents were shown at this location in the State Police database, VDoT would install some delineators, as the area was not recommended for guardrail, in order to keep truckers from parking on the road's shoulder.

After questioning from Mr. Leffel, Mr. Hamm noted that the present stoplight on Craig Creek Road was temporary.

There being no further discussion, Dr. Scothorn thanked Mr. Hamm for his report and wished him a happy Thanksgiving.

Consideration was then held on a resolution for a Request for Proposals for consultant engineering services for review of potential utility-scale wind energy applications. Mr. David Moorman, Deputy County Administrator, noted that the Supervisors had previously approved an utility-scale wind energy ordinance. He stated that a provision of the ordinance was for the

County to utilize independent firms to review and evaluate applications for special exceptions Permits for utility-scale wind energy projects.

Mr. Moorman noted that on October 8, 2015, staff issued a Request for Proposals for those services and three proposals (Antares Group, Inc.; Pillar, Inc.; and WES Engineering, Inc.) were received by the October 21 deadline. He noted that staff reviewed and evaluated these proposals and both in person and virtual interviews with the applicants were conducted. He stated that upon completion of these interviews staff agreed that Antares Group was the top-ranked consultant.

After discussion, Mr. Moorman summarized that the scope of the technical review by this consultant would include the special exception permit application for accuracy, completeness, and compliance with the County Code, the firm would review its preliminary report with County staff, identify additional issues that would require investigation, develop a final technical review report and findings letter, recommend whether or not to approve the project, and any additional project management support for project development review effort as the County might desire or require.

Mr. Moorman noted that Mrs. Nicole Pendleton, Planning Manager/Zoning Administrator, was also present at this meeting.

He stated that the qualification and experience of Antares Group set them apart from the other proposals with their work in renewable energy, having a local Harrisonburg office, and their strong technical knowledge. Mr. Moorman then requested authorization to conduct negotiations with Antares Group, and subject to review and approval of the County Attorney, to authorize the County Administrator to execute a one year contract, with the option for up to two, one-year renewals, with the firm to provide consultant engineering services for review of potential utility-scale wind energy applications.

After questioning by Mr. Martin regarding the cost of services, Mr. Moorman responded that the consultant engineer's costs would be paid by the applicant; not the County.

Mr. Williamson then noted the wide spread of the staff's ratings of these three proposals, and confirmed with Mr. Moorman that the one-year extension option was solely at the County's discretion.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Leffel, and carried by the following recorded vote, the Board authorized staff to conduct negotiations with Antares Group, Inc., to provide consultant engineering services for review of potential utility-scale wind energy applications, and, subject to review and approval by the County Attorney, authorized the County Administrator to execute a one year contract with the option for up to two, one-year renewals. (Resolution 15-11-08)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on a resolution to seek General Assembly authorization for the County to have the option to increase the Transient Occupancy Tax.

Dr. Scothorn noted that the Honorable Terry Austin, House of Delegates member, was present at the meeting

Mr. Cody Sexton, Information Specialist, stated that the Code of Virginia provides counties with the authority to levy a transient occupancy tax on hotels, motels, boarding houses, travel campgrounds, and other facilities. Mr. Sexton further stated that the County currently has

a 5% transient occupancy tax rate, and any excess over 2% is required to be designated for tourism-related activities.

Mr. Sexton stated that, during the Board's strategic planning sessions last year, discussion was held on requesting General Assembly approval to increase this tax from five percent to seven percent.

After questioning by Mr. Williamson, Mr. Sexton indicated that the cap was currently as requested at 7%, and only three counties in the State had an 8% cap on this tax. Mr. Sexton further indicated that, after reviewing General Assembly legislation, Roanoke County's original request was for a 7% Transient Occupancy Tax rate.

After questioning by Mr. Leffel regarding clarification on the percentage designation, Mr. Sexton responded that Roanoke County did designate a percentage of the increase when they enacted their rate, but Botetourt did not.

Mr. Dodson commented that the County was asking permission to raise the percentage. He further commented that a part of the whole process would be to take a hard look at the County's tax structure and funding strategies, particularly for the Gateway Crossing area, and moving forward, to look at the overall picture based on the strategic plan.

Mr. Williamson stated that the General Assembly would give the County the authority to change the percentage, without raising the tax.

Delegate Terry Austin said he understood the County's need for this tax increase request.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Martin, and carried by the following recorded vote, the Board adopted the following resolution requesting the General Assembly to give Botetourt County the authority to increase the transient occupancy tax an additional two percent, pending a determination of need by the Board of Supervisors. (Resolution 15-11-09)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 15-11-09

WHEREAS, the Botetourt County Board of Supervisors is committed to promoting tourism and tourism-related activities and amenities in the County, including visitor services, sports and recreational marketing, enhanced lodging opportunities, outdoor recreational activities, agritourism, and historical and cultural resources; and,

WHEREAS, the General Assembly has authorized counties, generally to levy a transient occupancy tax of two percent; and,

WHEREAS, the General Assembly has previously authorized Botetourt County to levy an additional transient occupancy tax of three percent, provided that those additional revenues be directed toward tourism and tourism-related activities; and,

WHEREAS, the General Assembly, from time to time, upon request, has authorized counties to levy an additional transient occupancy tax dedicated to specific purposes or amenities that will promote and enhance tourism, and travel in a given county or region; and,

WHEREAS, Botetourt County seeks to use the additional revenues from a raised transient occupancy tax rate in order to increase its funding for tourism programming, sports marketing, and the destination marketing efforts of the Roanoke Valley Convention and Visitors Bureau; and,

NOW, THEREFORE, BE IT RESOLVED, that the Botetourt County Board of Supervisors requests that the General Assembly authorize the County to levy a transient occupancy tax of a rate not to exceed seven percent, provided that any additional

revenues generated by the increase above the standard rate of two percent are dedicated to tourism and tourism-related activities, specifically tourism programming, sports marketing, and the destination marketing efforts of the Roanoke Valley Convention and Visitors Bureau.

Consideration was then held for a request to advertise for a public hearing on a proposed ordinance granting a non-exclusive franchise to Comcast to own, operate, and maintain a cable television system in the County. Mr. Mike Lockaby, County Attorney, stated that this was a request to advertise for a public hearing on a proposed cable franchise agreement with Comcast. He noted that the County's 1980 contract with Comcast had lapsed approximately five years ago.

He further stated that Mr. Rodney Gray, Technology Services Manager, and Mr. Paul Coombs, Comcast's Director of Government and Community Affairs, have brought up the importance of Comcast using county easements and rights-of-way. He further stated Comcast would pay a State telecommunications service tax; a portion of which would be allocated to the County after being filtered by the State.

After discussion, Mr. Lockaby said that he and County staff drafted a franchise agreement which had been negotiated with Comcast representatives. He noted that this agreement would be very similar to the existing franchise. Mr. Lockaby stated that revisions to the agreement included increasing the franchise fee from 3% to 5% of the gross revenue franchise fee and Comcast revised the rental fee; however, after discussions, they asked the County to remove it. He then asked that the Board advertise for a public hearing at the December regular meeting on this agreement.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Dodson, and carried by the following recorded vote, the Board authorized staff to advertise the draft cable franchise agreement with Comcast for a December 17, 2015, public hearing. (Resolution 15-11-10)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on a request to advertise for a public hearing on proposed amendments to Chapter 21 Subdivisions and Chapter 25 Zoning of the Botetourt County Code. Mr. Mike Lockaby, County Attorney, stated that advertisement for text amendments Chapter 21 Subdivisions and Chapter 25 Zoning were necessary to bring the County Code into compliance with recent State Code changes approved by the General Assembly.

He stated the Board of Zoning Appeals procedures would be revamped to meet minimum State Code requirements, while site plan and the Subdivision Ordinance sections contained updates including to bring these ordinances into compliance with the Western Virginia Water Authority now having ownership of the County's public water and sewer systems. Mr. Lockaby noted minor changes had occurred since 1997 and substantive changes were now needed to these ordinances.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the Board authorized staff to advertise for a public hearing at the December regular meeting on proposed text amendments to Chapter 21 Subdivisions and Chapter 25 Zoning of the Botetourt County Code to bring these ordinances into compliance with the Code of Virginia. (Resolution 15-11-11)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Kevin Shearer, P.E., Director of General Services, then gave an update regarding single-stream recycling. Mr. Shearer stated that single-stream recycling is where all recycled products could be recycled in a single container, excluding normal trash. Mr. Shearer further stated that RDS, who has a contract to handle the County's recycled materials, opened a new center in Roanoke, which staff had toured.

Mr. Shearer said that local trash collection companies such as Kessler's Garbage Service, Kelley's Garbage Collection Service, and Community Sanitation Services currently offer curbside recycling at no cost to their solid waste customers. He noted that these companies have now agreed to offer single-stream recycling at no cost to their customers. Mr. Shearer noted that staff had created advertisements for the companies on this new service and prepared flyers detailing what items could be recycled. He noted that recyclables should be placed in a clear plastic bag at the curb for pickup.

After questioning by Mr. Dodson, Mr. Shearer stated that the County's nine recycling centers would still have separate bins for paper, plastic, glass, etc., which helps the processors with pre-sorting. He further stated that single-streaming does not provide cost savings. Mr. Shearer stated that a draft copy of a trash collector's proposed single-stream recycling calendar and the informational brochure had been included in the Board's agenda packet.

Mr. Williamson complimented staff for their quick response and good outcome of his request to implement a single-stream recycling program in the County.

Mr. Joe Jones, along with Mr. David Wright and Mr. George Porter, with Appalachian Power Company, then gave an update on their Cloverdale substation project. They indicated there were some small issues each day regarding this project but they hoped to have the substation energized by end of 2016. Mr. Wright stated that the project is on schedule and the facility's transformers are scheduled to arrive in early 2016.

After questioning from Dr. Scothorn, Mr. Wright said they had received minimal citizen comments from the Cloverdale area.

Mr. Porter, Outreach Coordinator, said he had only received two citizen's concerns, after noting a tough beginning to this construction project. Mr. Porter mentioned a recent situation where the company was unaware of lights being on overnight during the process to fill the transformers with oil. Mr. Porter noted that he provided the area's residents with an update so there would not be an issue.

Dr. Scothorn thanked APCo's representatives for their presentation and work on this project.

Consideration was held regarding Phase 1 historic preservation activities in Botetourt Center at Greenfield. Mr. David Moorman, Deputy County Administrator, stated that recent mutual commitments between the County and the Botetourt County Historical Society at a meeting held on November 17, resulted in an outcome to partner and relocate two historic structures in Greenfield to the designated preservation area.

In order to proceed with this project, Mr. Moorman requested authorization for staff to procure and execute agreements, upon final review by the County Attorney, for specialized

services from qualified contractors to relocate the structures intact from the Greenfield business park to the preservation area and to conduct environmental investigations of the new and current building sites in consultation with the Virginia Department of Historic Resources (DHR) at a cost not to exceed \$300,000. He further requested that this amount be appropriated from the County's Undesignated Fund Balance to Capital Projects – Greenfield Historic Resources, account number 100-4094733.

After a procedural question from Mr. Williamson, Mr. Lockaby responded that Mr. Moorman had indicated to him that, due to the timing and difficulty of this project, it was determined to be an emergency procurement situation. Mr. Lockaby stated that under the Virginia Public Procurement Act's emergency procurement provisions, the County could implement a contract for these services without following the usual advertisement and qualification requirements. He further stated that the County would conduct the maximum amount of competitive negotiations possible with the contractor and an agenda item on justification of this contract award would be presented to the Board for consideration at their next meeting.

Mrs. Ann Layman of Daleville said that, on behalf of the Botetourt County Historical Society, she wished to go on public record that she felt that she and the Society had not been involved in the issue regarding the relocation of the slave kitchen until two months ago. She said that the County's citizens cared about this matter and she presented the Board with a petition containing 200 signatures which had been collected over the past two weeks. Mrs. Layman then requested that the County obtain the services of Mr. Mike Pulice with DHR on this project.

Mrs. Carolyn Elizabeth Pappas of Troutville stated that she was a member of the National Society, Daughters of the American Revolution, who "strongly supports the preservation, in situ, of the Greenfield Plantation site and buildings, including the remaining slave cabin and slave kitchen, and the Jeffersonian-style terraced gardens, to maintain the historic integrity of this property." She also requested that the County provide funds to support historic preservation.

Mr. Kip Burton of Fincastle noted yesterday's meeting held on the preservation site and the interest for this project. Mr. Burton then volunteered the use of a citizen's barn in Fincastle to keep the logs secure and out of the weather until April.

Mrs. Guzi stated that the County had worked closely with Mr. Pulice for at least 15 years so that these historic buildings could be preserved to maintain their integrity. She further stated that the County wants "to do this right."

Dr. Scothorn asked Mr. Moorman to inform the Board of recent meetings and interactions on this issue.

Mr. Moorman estimated that approximately 12-15 County citizens met on the preservation site yesterday afternoon with Mr. Pulice and an engineer from Engineering Concepts, Inc., to conduct preliminary scouting of three proposed sites to relocate these two historic structures. He noted that the first siting option was located closest to the Holloday/Bowyer house; however, it was determined that the Holloday/Bowyer house's historic designation might be at risk if the two structures were relocated close by. Mr. Moorman said the second site was located near the historic cemetery on the north side of the preservation site and the third potential site was located on the western slope of the hill.

Mr. Moorman noted the importance of orienting the kitchen and the slave quarters as they are at their current location with some spacing allocated for interpretation. Mr. Moorman said that, after walking these sites, the group's consensus was to use the second site near the cemetery.

Mr. Dodson remarked that this was a good meeting with participation from all citizens present. He further remarked that the final location of these structures would be determined by the engineers. Mr. Dodson stated that the relocation of these two structures has been 20 years in the making and predates all of the current Board members. Mr. Dodson said this was a win-win for the County, historic preservation, and economic development.

He noted that this would reinvigorate Greenfield, while creating a place for school kids and historians to visit and learn about the County's history. Mr. Dodson then noted that the concept was to build a welcome center with interpretive areas where people can learn and the importance of the bigger picture.

There being no further discussion, on motion by Mr. Dodson, seconded by Mr. Martin, and carried by the following recorded vote, the Board authorized staff to procure building relocation and archeological evaluation services as described in the agenda item and authorize staff to negotiate and execute agreements for such services, upon the review and approval of the County Attorney, at a total cost not to exceed \$300,000 with funding to be appropriated from the County's Undesignated Fund Balance to Capital Projects – Greenfield Historic Resources, 100-4094733. (Resolution 15-11-12)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on approval of an agreement with the Greater Roanoke Valley Development Foundation to construct a shell building in Greenfield. Mrs. Guzi stated this shell building agreement has been in negotiations for several months. She further stated the agreement is between the County, the Industrial Development Authority, and the Foundation.

Mrs. Guzi noted that the agreement's provisions state that the County would provide the site, conduct site preparation work, provide utilities to the location, and then sell the site to the Foundation, who, in turn, would construct the 100,000 square foot shell building which would be expandable to 240,000 sf.

Mrs. Guzi further noted that locating a business in the shell building would satisfy the County's terms of the industrial access road grant with the Virginia Department of Transportation. She stated that, once built, the County would continue to work with the Foundation and the Roanoke Regional Partnership to market the facility in order to locate a business to expand the County's tax base.

Mr. Lockaby highlighted the role of the Industrial Development Authority in this agreement and noted that the IDA would make the grants to the business, with the County assisting the IDA.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Martin, and carried by the following recorded vote, the Board authorized approval of the execution of an agreement with the Greater Roanoke Valley Development Foundation to construct a shell building in Botetourt Center at Greenfield. (Resolution 15-11-13)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then given to the appointment of Mr. David V. Moorman as interim County Administrator from December 1, 2015, through January 14, 2016, as authorized by

Virginia Code §15.2-1540 to be responsible for all duties of the County Administrator during this period, including all duties set forth in Virginia Code §15.2-1541. Mr. Mike Lockaby, County Attorney, stated that an interim County Administrator was necessary to fulfill these statutory duties until Mr. Gary Larowe assumes his duties as Botetourt County Administrator on January 15, 2016.

There being no further discussion, on motion by Mr. Martin, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board authorized the appointment of Mr. David V. Moorman as interim County Administrator from December 1, 2015, through January 14, 2016, as authorized by Virginia Code §15.2-1540, to be responsible for all duties of the County Administrator during this period, including all duties set forth in Virginia Code §15.2-1541, resolution of the Board or other provision of law. (Resolution 15-11-14)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

The Board then took a brief recess at 3:31 PM.

The Chairman called the meeting back to order at 3:45 P. M.

A presentation was then given on the County's Agriculture Strategic Plan. Mrs. Guzi stated that the County had contracted with UVA's Weldon Cooper Center to perform an Agricultural Economic Development Strategic Plan. She further stated the County's agricultural industry is a key component and it was determined that this aspect of the County should have its own strategic plan.

Mrs. Guzi noted that Mr. Williamson and Mr. Leffel served on the committee overseeing this process and noted that Dr. Terry Rephann is present at today's meeting to provide results of the study.

Dr. Rephann stated that the County, more than most communities, has done a fair amount of work to assist agricultural operations. He noted that a critical component was to have input in the process from stakeholders and he used that information to create goals and objectives. Dr. Rephann further explained that the County's Comprehensive Plan, Tourism, and Economic Development Plans all contribute to this vision.

Dr. Rephann noted that a negative trend in agriculture is the average age of today's farmers is close to retirement; however, most do not retire. He noted that the consensus from the stakeholder group was that the County can and should help as farmers are not recipients of the same incentives as other businesses.

He noted two of the area's biggest agricultural assets were Virginia Tech and the Hollins Stockyard, while the biggest difficulty reported by farmers was a lack of interest from their children in continuing the family's farming operation.

After discussion, Dr. Rephann praised Botetourt for its efforts in providing input and setting the parameters for this study. He commenting that other plans only show local foods; however, this study includes much more detail. He noted the importance of working regionally, and the need to collaborate due to the County's smaller population and lack of resources.

Dr. Rephann also spoke of preserving farmland; creating new preservation incentives using State and federal resources; offering shepherding resources to fledging enterprises; reducing land use conflicts that might hinder agriculture; providing students an opportunity to have field experiences with the science and business of agriculture, etc. Dr. Rephann then

referred to a new agriculture-related certificate program at Dabney S. Lancaster Community College.

He then reviewed focus group discussions and surveys; Strategic Plan identification, goals, objectives and activities; improving agricultural planning and policy coordination; promoting agriculture innovation and entrepreneurship, marketing, and profitability.

Mr. Leffel thanked Dr. Rephann for his work noting the importance of maintaining this vision. Mr. Leffel stated that he believed the study's goals and objectives could be accomplished and noted that the data showed how much the County has changed and our need to get the "momentum" back into farming. He also agreed with the need for regional cooperative efforts and said some contacts had been made during this study to assist in that aspect.

After questioning by Mr. Williamson regarding Dr. Rephann's opinion on successfulness on preserving farmland, Dr. Rephann said he had mixed feelings on this issue because farming had not been preserved as much as open spaces. He explained that often the farmer quits farming and the surrounding landscapes become fragmented as the property is developed for other purposes. Dr. Rephann said he was somewhat critical of the open space preservation program because it did not support an ecology of use. He noted that it was "good for preserving, but not necessarily for agriculture and forestry" uses. He suggested the orientation should be toward working the land and build that into the rules.

Mr. Leffel noted two local permanent conservation easements that are working farms as examples for Botetourt. He further noted their success, and if used right, the easements could make production happen.

Mr. Williamson stated that agriculture-related employment numbers and the low earnings numbers over \$100,000 stood out in the study and he hoped over time that something could be done to improve these figures.

The Board thanked Dr. Rephann and his staff for their work in preparing this study.

After further discussion, on motion by Mr. Williamson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board accepted the Agriculture Strategic Plan's basic premise, embraced the study's recommendations and, after the first of the year, implement follow-up work with the Agriculture committee, engage the new county administrator in this effort, and work with adjoining counties in a broader discussion on the study's implementation. (Resolution 15-11-15)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then given to the 2015-2016 Recreation Incentive Fund requests. Mr. Pete Peters, Director of Parks, Recreation, and Tourism, stated that the County has had this program for many years. He noted that this program offers matching funds to non-profit community service groups, individuals, and businesses wished to make recreation-related capital improvements to County-owned or leased property. He noted that the County's matching funds were only distributed after the project's completion.

After questioning by Mr. Williamson regarding the criteria for project qualification and when adopted by the Recreation Commission, Mr. Peters reviewed the extensive application process including discussions with the school administrator if the request is located on school property. He noted that the funding request cannot be for a perishable item such as uniforms, and must be capital-related, so funds would be put toward the public good and accessible by

the greater county as a whole. Mr. Peters further noted that the Recreation Commission adopted this program in 1988 and recently updated the program's parameters to include improvements to public property as a whole, not just County property, which allows improvements to town-owned recreational properties.

Mr. Peters then stated that as earlier today the Board had increased the matching funding available for this program from \$20,000 to \$35,000 some of the requested amounts for this year's program as listed in the Board's agenda packets had been increased. He then reviewed the FY 16 requests: \$3,500 to fully fund a gateway sign for the Town of Fincastle; \$9,200 to partially fund irrigation upgrades and installation of Bermuda turf on the James River High School practice field; \$300 to fully fund an information kiosk at the Greenfield bee sanctuary; \$9,200 to partially fund the Town of Troutville's request to replace the existing chain link fence at the town park; \$3,280 to fully fund paving a graveled access walkway to the track and install a 40' x 30' blacktop play area for Colonial Elementary School; \$2,022 to fully fund removal and replacement of a climbing ladder at Troutville Elementary School; and \$7,498 to partially fund an information kiosk and interpretive signs at the Buchanan Town Park. Mr. Peters stated that these seven County funding requests total \$35,000.

Mr. Peters then noted that Mr. Garland Humphries, Recreation Commission Chairman, along with several applicants, were present at today's meeting.

Noting the budget amount of \$20,000, Mr. Dodson asked Mr. Peters if there was an increase in the Recreation Incentive Fund requests due to changes in the application criteria.

Mr. Peters commented that he had seen requests increase from the Towns because they previously were not eligible to apply for funding. He further recommended the Board slightly increase funds due to tourism, as they had far exceeded their allocation amount.

Mr. Peters noted that he had seen substantial community buy-in in the County's recreation-related facilities through the implementation of this program.

Mr. Williamson commented on the opportunity to create the equivalent of this program through a potential historical preservation incentive fund. He asked Mr. Moorman to research and develop a concept and the appropriate funding criteria for such a project.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Dodson, and carried by the following recorded vote, the Board approved the 2015-2016 Recreation Incentive Fund projects as attached and authorized the County Administrator to issue a notice to proceed each applicant. (Resolution 15-11-16)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

A presentation by RKG Consulting regarding the Exit 150/Gateway Crossing Study was introduced by Mr. Moorman, and given by Mr. Russell Archambault of RKG Associates. Mr. Archambault expressed his appreciation to the members of the Exit 150 steering committee for their work on this study.

Mr. Archambault then focused on the County's role in this study. He discussed the County's retail, hotel, and multi-family markets, noting that housing market needs were not met, including the needs of young families and explained the need for strategies on how to capture these types of residents.

Mr. Archambault summarized market opportunities, competing with Roanoke, and the opportunity for an outlet/retail mall which would be unique to this area. He noted the scarcity of

development-ready opportunity sites, regional market gravity, topography, access to developed sites, and at what cost would this be possible. Mr. Archambault then stated that no individual property owner, government, or business could do this on their own and that the implementation strategy would be the Board's role. Citing the need for an expert in this area, Mr. Archambault suggested creating an economic development authority (EDA) dedicated to the implementation of the Exit 150 development initiatives.

Mr. Archambault then discussed the use of powers and authorities granted to facilitate redevelopment in the Exit 150 study area; annual non-County funding commitments to operate an EDA; the need to improve access to unlock development potential of vacant land located off of Tinker Mountain Road; work with VDoT and key property owners to provide site access to undeveloped land behind the Pilot Gas Station; prepare a Gateway Crossing access plan; and examine the opportunity to connect the new Gateway Crossing roadway to Old Route 604 including the need of an expressed intent by the private sector prior to doing so.

Mr. Archambault further discussed a goal to limit the future impact of truck parking and traffic in the Exit 150 study area and encouraged the County to work closely with VDoT for development of a Park and Ride location including discussions to create limited access at the former truck stop site to accommodate a 200 space Park and Ride facility. Mr. Archambault discussed concerns that the Gateway should be attractive, and for any public money invested, the use needs to be functional, e.g., Park and Ride

Mr. Archambault noted that the property along Tinker Mountain Road should accommodate a mixed use development consisting of commercial, apartments, and townhome developments at higher densities; the County should consider the benefits of rezoning the mixed business/agricultural/industrial zoning between Cloverdale Road; and make necessary public improvements in locations that would stimulate private investment and redevelopment. He further noted that streetscape improvements on U. S. Route 11 south of Cloverdale Road should be made to improve aesthetics and pedestrian amenities; improve bicycle/pedestrian system; make streetscape improvements on the eastern segment of Alternate Route 220 from new the signalized intersection to Commons Parkway.

Mr. Archambault then discussed public financing and development incentives; adopting mechanisms for financing public investments in the Exit 150 study area; creating a synthetic tax increment financing district to finance public infrastructure and related development costs in conjunction with key redevelopment projects; creation of development incentives to projects consistent with the Exit 150 plan and vision; and establishing criteria for use of public funds in partnership with other public and private funding to achieve redevelopment goals.

After discussion, Mr. Moorman suggested considering the creation of a Gateway Center Steering Committee; the need to develop, adopt, and implement planning and zoning measures for Gateway Center; interplays with Comprehensive Plan; and provide skilled and experienced staffing. He noted that serious consideration should be given to have the right staff, level of resources, establishing reliable and dedicated source of funding that is not purely County, but creates partnerships with other agencies and groups, and development of a Gateway Center Program budget.

He then suggested performance measures be developed as to what criteria the County would use to gauge progress; develop and report progress; discussion on where corrections/changes were needed; and reorganize the County's IDA into an EDA. Regarding changing the name of the IDA to an EDA, Mr. Moorman noted the draft ordinance amendment had been included in their agenda package and could be considered for advertisement of a public hearing

in December. He noted that the membership of the IDA had discussed and endorsed reorganizing into an EDA as their November 17 meeting.

Mr. Dodson commented on the tremendous opportunities that the Board and the County have today and the need to ensure that the development of the Gateway Crossing/Exit 150 area is done right. He noted that the key phrase in this project is partnership and these two studies (Agriculture and Exit 150) are an once-in-a-lifetime opportunity for the County to provide both future agricultural and retail opportunities for its citizens/businesses.

Mr. John Busher, Superintendent of Schools, then requested to be part of this process, especially with previously presented Agricultural Study.

There being no further discussion, on motion by Mr. Williamson, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board adopted the findings and recommendations pertaining to the Exit 150 area; endorsed the suggested action steps and directed staff to develop detailed plans for future consideration of these action steps by the Board; and authorized the advertisement of a public hearing for the December meeting on ordinance amendments to Chapter 2. Administration of the Botetourt County Code to change the name of the Botetourt County Industrial Development Authority to the Botetourt County Economic Development Authority. (Resolution 15-11-17)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Dodson then noted that he and the Exit 150 Steering Committee members had participated in a briefing earlier today with RKG Associates on the Exit 150 Study. He noted that this presentation entailed great discussion and had a very positive reception. He mentioned the need for public/community input meetings for this 20+ year project.

Dr. Scothorn stated that he appreciated Mr. B. Painter for his attendance at today's meeting.

Mr. Williamson noted that, at the recent Western Virginia Water Authority Board of Directors meeting, it was reported that all reservoirs were full and there was progress being made on the construction of the new Daleville pump station.

Mr. Lockaby stated a public hearing would be held in December to correct a minor clerical error the County's inoperable vehicle ordinance.

There being no further discussion, on motion by Mr. Martin, and carried by the following recorded vote, the meeting was continued at 5:26 P. M. until 6:00 P. M. on Tuesday, December 15, 2015, in Room 229 of the Greenfield Education and Training Center for a joint meeting with the Botetourt County School Board. (Resolution Number 15-11-18)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None