



Roanoke Valley-Alleghany

REGIONAL commission

rvarc.org

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MINUTES

The February Executive Committee Meeting of the Roanoke Valley-Alleghany Regional Commission was held on Thursday, February 6, 2025, at 12:10 p.m. at the Roanoke Valley-Alleghany Regional Commission office located at 313 Luck Ave., SW, Roanoke, VA.

1. CALL TO ORDER AND WELCOME

Chair Lorie Smith called the meeting to order at 12:10 p.m.

Roanoke Valley-Alleghany Regional Commission Executive Committee Members Present: Peter Volosin, City of Roanoke; Lorie Smith, Franklin County; Dean Martin, Roanoke County; Phil North, Roanoke County; Mayor Grose, Town of Vinton.

OTHERS/GUESTS IN ATTENDANCE

Roanoke Valley-Alleghany Regional Commission Staff: Jeremy Holmes and Sherry Dean.

2. APPROVAL OF CONSENT AGENDA

Mr. North motioned, Mayor Grose made a second and the consent agenda was approved by voice vote.

3. 2025 MEETING SCHEDULE

The group discussed and it was decided future meetings would be held the second Thursday of each month between 10:30am and 11:30am. The next meeting will be March 13, 2025.

4. STRATEGIC PLAN SCOPE AND WORK PLAN

Mr. Holmes noted the last Commission strategic plan was completed in 2019, although it was more of a communications plan which was needed at the time but it didn't

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address changes in the work plan. The Commission has budgeted \$10,000 for the project but some research suggests it could cost \$30,000 or more. Mr. Holmes handed out a copy of the 2019 RVAR Strategic Plan. Mr. North noted the plan should be reviewed every two to three years to see what has been accomplished. Ms. Smith thought the mission should be revisited, priorities explored and benchmarks created. The plan should be aligned with the work plan, budget and should be an inclusive process to involve the Commission board and staff, also a locality survey of how to meet their needs. The group felt it would be good to have specific areas in the plan and work program which separated rural areas from urban, so all locality needs are met. Everyone would like to see the whole process not take more than a few days, with the entire thing completed by the end of June. Ms. Smith will send out a communication, as chair, welcoming everyone to 2025 and noting inclusion and engagement of rural and urban areas to get everyone back to the table.

5. MONTHLY ROUTINE AGENDA ITEMS

It was decided, Mr. Holmes could provide an overview of current items throughout the year as the needs arise on budget/financials matters, work program items, or other items Mr. Holmes has a need to report on. A simplified budget presentation has been talked about in the past and that, along with other things, the Executive Committee could decide how that would be shown, whether it be variances or where there is a need for more funding, etc. The Executive Committee can work on deciding what routine things need to be in place for each meeting so they can stay informed.

6. EVALUATION ACTION ITEMS

Ms. Smith would like to see on Jeremy's Executive Director report, under his category of evaluation action items, as a standing item, on the agenda, for the Executive Committee to discuss and get answers to their questions. Mr. North would like to have dates for the evaluation, so everyone knows when to turn them in.

7. LEGISLATIVE AGENDA

Ms. Smith asked Mr. North to develop a plan for 2025 Legislative Agenda, with time frames and then we can have a Legislative Committee meeting based on how the dates

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will come out. Mr. Holmes already has on his task list to send a survey to all localities, after the general assembly elections wrap up, as a starting point to work on for next year. Mr. Holmes noted we have lost a couple of legislative committee members and the board appoints the members to the legislative committee.

8. DIRECTOR OF TRANSPORTATION

Mr. Holmes reported we have made an offer to someone for the Director of Transportation position. His name is Chris Robertson and he is from Rocky Mount. He has a Master in Urban Planning and worked with local governments early in his career, but in later years has worked with startup companies. Michael Gray and Cody Sexton were at the table for hiring and Mr. Robertson starts next Tuesday.

9. BUILDING ITEMS

Mr. Holmes reported we had in our plans to install some windows, for quality-of-life issues, this year, but the elevator took so long to complete we decided to hold off on windows for now, especially with federal funding holds taking place.

MEETING ADJORNED

Mr. North made a motion to adjourn, Mayor Grose made a second. The meeting was adjourned at 1:30 pm.

Submitted by:

A handwritten signature in black ink, appearing to read 'Jeremy Holmes', is written over a light gray circular watermark that contains the text 'RVARC.COM'. The signature is fluid and cursive.

Jeremy Holmes, Secretary,

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