

# WESTERN VIRGINIA REGIONAL INDUSTRIAL FACILITY AUTHORITY

---

---

## MINUTES

The December Board of Directors' meeting of the Western Virginia Regional Industrial Facility Authority (WVRIFA) was held on Friday, December 20, 2019 at 10:00 a.m. at the Roanoke Valley-Alleghany Regional Commission office (Top Floor Conference Room), 313 Luck Avenue, SW, Roanoke, VA.

### 1. CALL MEETING TO ORDER

Chair Larrowe called the WVRIFA Board of Directors' Meeting to order at 10:00 a.m.

### 2. ROLL CALL

Chair Larrowe asked Virginia Mullen to call the roll of the WVRIFA Board. Ms. Mullen reported that a quorum was present.

Board Members Present: Gary Larrowe, Botetourt County; Ken McFadyen, Botetourt County; Michael Burnette, Franklin County; Bob Cowell, City of Roanoke; Dan O'Donnell, Roanoke County; and James Taliaferro, City of Salem.

Staff Present: Beth Doughty, WVRIFA Director; Sam Darby, WVRIFA Counsel; Sherry Dean and Virginia Mullen, WVRIFA Administrative Staff.

### 3. APPROVAL OF THE OCTOBER 18, 2019 WVRIFA BOARD MINUTES

The October 18, 2019 WVRIFA Board Minutes were previously distributed.

Motion: by Dan O'Donnell to approve the October 18, 2019 WVRIFA Board Minutes, as distributed. Motion was seconded by Bob Cowell.

WVRIFA Board Action: Motion carried unanimously.

Chairman Larrowe congratulated Mr. James Taliaferro for his appointment as the new Salem City Manager.

### 4. PUBLIC COMMENT PERIOD

There were no comments.

### 5. ELECTION OF OFFICERS

ADMINISTERED BY:

Roanoke Valley-Alleghany Regional Commission  
313 Luck Avenue, SW, Roanoke, VA 24016  
[info@wvrifa.org](mailto:info@wvrifa.org) / [www.wvrifa.org](http://www.wvrifa.org)

Article VI, Section 6.2 of the WVRIFA Bylaws states that the officers of the Authority are elected for one-year terms for each calendar year by the Board (January 1 – December 31). Beth Doughty reported that the current officers of the Western Virginia Regional Industrial Facility Authority have expressed a willingness to continue serving in their respective offices if the Board so desires. (Current officers: Gary Larrowe, Chair; Bob Cowell, Vice Chair; Barry Thompson, Secretary/Treasurer; and Wayne Strickland, Assistant Treasurer.

**Motion:** Hearing no objections, Mr. Taliaferro moved that the current officers of the Western Virginia Regional Industrial Facility Authority be re-elected for a one – year term ending December 31, 2020 – Gary Larrowe, Chair; Bob Cowell, Vice Chair; Barry Thompson, Secretary/Treasurer; and Wayne Strickland, Assistant Treasurer. The Motion was seconded by Ken McFadyen. Gary Larrowe abstained.

**WVRIFA Board Action:** Motion carried.

**6. OPERATING FUNDING REQUEST FOR FY2021**

Sherry Dean reported that a table with FY2021 Operating Funding Request was distributed earlier with the agenda. She noted that the amounts are based on the locality's population. The overall total requested for FY2021 is \$56,250.00

**Motion:** by Dan O'Donnell to approve the Operating Funding Request for FY21, as presented. Motion was seconded by Jay Taliaferro.

**WVRIFA Board Action:** Motion carried unanimously.

**7. AUDIT RFP AND DESIGNATION OF COMMITTEE TO REVIEW PROPOSALS**

Beth Doughty reported that an Audit RFP was issued on December 2, 2019 and will close on January 7, 2020. Chairman Larrowe appointed an Audit RFP Committee, consisting of Dan O'Donnell, Jay Taliaferro and Beth Doughty, to review the responses and present the Board with recommendation.

**8. EXECUTIVE DIRECTOR REPORT**

Beth Doughty reported that there is a legislation in Congress to eliminate certain opportunity zones (where fiscal distress had to be demonstrated to be designated as opportunity zones or be adjacent to such zone with fiscal distress) around the Country. The Woodhaven Opportunity Zone is on the list to be eliminated. Letters to Congress and the House had been sent out on behalf of WVRIFA (the letters were distributed at the meeting).

Beth Doughty proposed John Hull to take the role of WVRIFA's Director and Mrs. Doughty as the WVRIFA's Assistant Director.

ADMINISTERED BY:  
Roanoke Valley-Alleghany Regional Commission  
313 Luck Avenue, SW, Roanoke, VA 24016  
[info@wvrifa.org](mailto:info@wvrifa.org) / [www.wvrifa.org](http://www.wvrifa.org)

**Motion:** by Ken McFadyen to authorize John Hull as the WVRIFA's Director and Beth Doughty as WVRIFA's Assistant Director. Motion was seconded by Dan O'Donnell.

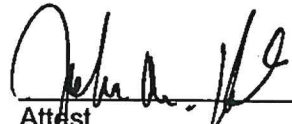
**WVRIFA Board Action:** Motion carried unanimously.

9. **OTHER BUSINESS**

Beth Doughty reported that the Woodhaven Road's utility extension and road construction are moving along. It is projected that the pavement of the road will occur in the Spring of 2020. Mr. Dan O'Donnell noted that John Hull and Beth Doughty have done an excellent job addressing neighbors' concerns.

The WVRIFA Board of Directors' meeting adjourned at 10:18 a.m.

  
\_\_\_\_\_  
Barry W. Thompson, Secretary  
WVRIFA Board of Directors

  
\_\_\_\_\_  
Attest