

MINUTES

The December Meeting of the Western Virginia Regional Industrial Facility Authority (WVRIFA) Board was held on Friday, December 17, 2021 at 10:30 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 10:30 a.m. and noted that there will be no closed session.

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; Dan O'Donnell, Roanoke County; Jill Loope, Roanoke County; Bob Cowell, Roanoke City; James Taliaferro, City of Salem; Rob Light, City of Salem; Cody Sexton, Town of Vinton; and Richard "Pete" Peters, Town of Vinton.

Others Present: Luke Campbell, Botetourt County; Richard Caywood, Roanoke County.

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

3. ACTION NEEDED: APPROVAL OF THE OCTOBER 15, 2021 BOARD MINUTES

The October 15, 2021 WVRIFA Board Minutes were distributed earlier.

Motion: by Jill Loope to approve the October 15, 2021 WVRIFA Board Minutes, as distributed. Motion was seconded by Dan O'Donnell.

WVRIFA Board Action: Motion carried unanimously.

4. PUBLIC COMMENT PERIOD

There were no comments.

5. ACTION NEEDED: ELECTION OF OFFICERS

ADMINISTERED BY:

Roanoke Valley-Alleghany Regional Commission
313 Luck Avenue, SW, Roanoke, VA 24016
info@wvrifa.org / 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). 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; Christopher Whitlow, Secretary/Treasurer; and Jeremy Holmes, Assistant Treasurer. No additional nominations from the floor were made.

Motion: 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, 2022 – Gary Larrowe, Chair; Bob Cowell, Vice Chair; Christopher Whitlow, Secretary/Treasurer; and Jeremy Holmes, Assistant Treasurer. The Motion was seconded by Dan O'Donnell.

WVRIFA Board Action: Motion carried unanimously.

6. ACTION NEEDED: FY23 WOODHAVEN MAINTENANCE DUES APPROVAL

Mr. John Hull reported that last month the Participation Committee approved the FY23 Woodhaven Maintenance Dues as presented on page 8 of the agenda packet. As the capital fund is spent down, there won't be interest income or capital reserves with which to pay the maintenance cost.

Motion: by Dan O'Donnell to approve the FY23 Woodhaven Maintenance Dues , as presented. Motion was seconded by Jay Taliaferro.

WVRIFA Board Action: Motion carried unanimously.

Mr. Bob Cowell asked that the maintenance dues and operating dues are listed on the same invoice. Virginia answered affirmatively.

7. ACTION NEEDED: FY23 OPERATING DUES APPROVAL

Chair Larrowe reported that a table with FY2023 Operating Funding Request was distributed earlier with the agenda. The amounts are based on the localities' population. The overall total requested for FY2023 is \$56,250.00.

Motion: by Dan O'Donnell to approve the Operating Funding Request for FY23, as presented. Motion was seconded by Jay Taliaferro.

WVRIFA Board Action: Motion carried unanimously.

8. STAFF REPORT

ADMINISTERED BY:

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

Mr. John Hull shared with the members the following link of the Woodhaven Technology Park: [Wood Haven Technology Park - YouTube](#) . Mr. Hull reported that the Woodhaven Technology Park is certified with the State of Virginia Economic Development Partnership Business Ready Site Program.

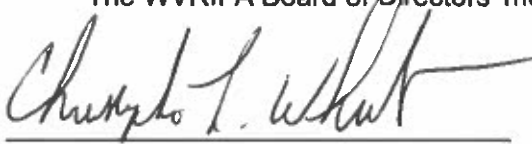
Mr. Richard Caywood commented that Delegate Terry Austin asked to visit the site. Mr. Caywood and Mr. Hull gave Mr. Austin a tour and provided him with information about the development of the technology park.

9. **OTHER BUSINESS**

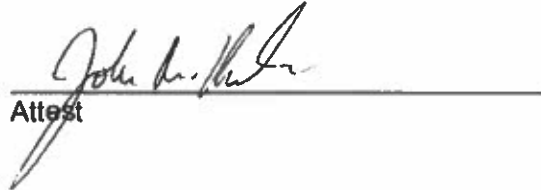
No other business was discussed.

10. **ADJOURNMENT OF THE WVRIFA BOARD OF DIRECTORS' MEETING**

The WVRIFA Board of Directors' meeting adjourned at 10:42 a.m.



Christopher Whitlow, Secretary
WVRIFA Board of Directors


Attest

ADMINISTERED BY:

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