

## **MINUTES**

The March meeting of the Western Virginia Regional Industrial Facility Authority (WVRIFA) Board was held on Friday, March 18, 2022 at the Roanoke Valley-Alleghany Regional Commission office (Top Floor Conference Room), 313 Luck Avenue, SW, Roanoke VA.

**NOTE:** *The March 18, 2022 Meetings of the WVRIFA Board of Directors and the WVRIFA Participation Committee were held simultaneously (jointly) since several items on both agendas were the same.*

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 established.

**Board Members Present:** Gary Larrowe, Botetourt County; Ken McFadyen, Botetourt County; Christopher Whitlow, Franklin County; Richard Caywood, Roanoke County; Jill Loope, Roanoke County; Bob Cowell, City of Roanoke; Tomas Reyes, City of Roanoke; James Taliaferro, City of Salem; Rob Light, City of Salem; Richard "Pete" Peters, Town of Vinton; and Cody Sexton, Town of Vinton.

**Others Present:** Marc Nelson, City of Roanoke.

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

3. **APPROVAL OF THE CONSENT AGENDA ITEMS**

The January 21, 2022 WVRIFA Board Minutes were distributed earlier.

**Motion:** by Bob Cowell to approve the January 21, 2022 WVRIFA Board Minutes, as distributed. Motion was seconded by Cody Sexton.

**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)

Mr. Caywood noted that he was not present at the January meeting, therefore he would abstain.

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

4. **PUBLIC COMMENT PERIOD**

There were no comments.

5. **ACTION NEEDED: APPROVAL OF FY23 WOODHAVEN BUDGET, FY23 OPERATING BUDGET & FY23 BOND PAYMENT BUDGET**

The FY23 Woodhaven budget, FY23 Operating budget and FY23 Bond Payment budget were distributed earlier with the agenda packet (pages 7 through 9 of the agenda).

**Motion:** by Bob Cowell to approve the budgets, as presented. The motion was seconded by Jay Taliaferro.

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

6. **PROJECT UPDATE**

John Hull reported that the landscaping and the grading projects are being finalized and the Authority will make a final payment once they are complete.

John Hull reported that the Authority received \$75,000 from the Business Ready Sites Program. The money will be used for buffering on the west side of the site and around the church (detailed plans will be shared at a future meeting).

7. **OTHER BUSINESS**

Mr. Cowell noted that the WVRIFA Participation Committee will be going into a closed session, right after the Board adjourns and that no action as a result of the closed session is anticipated.

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

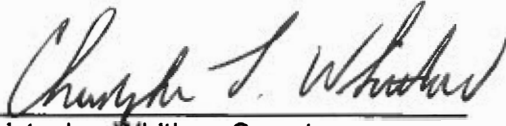
**Motion:** by Richard Caywood to adjourn the meeting. The motion was seconded by Rob Light.

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

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The WVRIFA Board of Directors' meeting adjourned at 10:08 a.m.



Christopher Whitlow, Secretary  
WVRIFA Board of Directors



Attest

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