

## **MINUTES**

The April meeting of the Western Virginia Regional Industrial Facility Authority (WVRIFA) Board was held on Thursday, April 28, 2022 at the Roanoke Valley-Alleghany Regional Commission office (Top Floor Conference Room), 313 Luck Avenue, SW, Roanoke VA.

***NOTE:** The April 28, 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 10:01 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; Crystal Williams, City of Salem; Rob Light, City of Salem; and Richard "Pete" Peters, Town of Vinton.

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

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

The following consent agenda items were distributed earlier: (A) March 18, 2022 WVRIFA Board Minutes and (B) Financial Reports as of March 31, 2022.

**Motion:** by Richard Caywood to approve the consent agenda items (A) and (B), as distributed. Motion was seconded by Bob Cowell.

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

**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)

4. **PUBLIC COMMENT PERIOD**

There were no comments.

5. **ACTION NEEDED: APPROVAL OF BOND TO SUPPORT INNOVATION DRIVE IMPROVEMENTS**

John Hull reported that the bond letter (distributed with the agenda packet) is intended to replace a bond that Bowman Excavating Inc. has held for the Innovation Drive project. The Innovation Drive Road will not be accepted in the state system until there is suitable level of traffic, generated on that road. It is required by Roanoke County the bond to be held until that is accomplished. The letter of credit that is in the agenda packet allows the Authority to assume responsibility for the bond.

Mr. Caywood asked if the road could meet the service requirements as a single user. Mr. John Hull replied that he would follow up with VDOT on the road acceptance guidelines.

**Motion:** by Bob Cowell to approve the bond letter, as presented. The motion was seconded by Richard Caywood.

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

6. **VEDP CONTRACT BUFFERING**

John Hull presented plans from Balzer for additional landscaping, that would utilize the VEDP funds (the contract was distributed with the agenda packet pages 19 through 32). The plan includes planting 48 colorado blue sprues, 13 green giant arborvitae and 114 leyland cypress.

Mr. Bob Cowell asked if the maintenance of the buffers will transfer with the lots. Mr. John Hull replied that it depends on the future course of the development of the property and the end user needs.

**Motion:** by Bob Cowell to approve the VEDP contract, as presented. The motion was seconded by Richard Caywood.

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

7. **PROJECT UPDATE**

John Hull reported that the Authority had made final payment on the grading project with Bowman Excavating and the project is complete.

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8. **OTHER BUSINESS**

No other business was discussed.

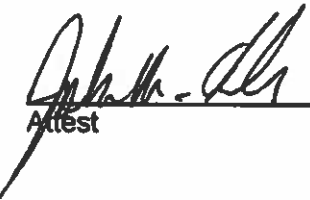
9. **ADJOURNMENT OF THE WVRIFA BOARD OF DIRECTORS' MEETING**

**Motion:** by Richard Caywood to adjourn the WVRIFA Participation Committee Meeting. The motion was seconded by James Taliaferro.

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

The WVRIFA Board of Directors' meeting adjourned at 10:19 a.m.

  
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Christopher Whitlow, Secretary  
WVRIFA Board of Directors

  
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Attest

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