



601 S. Jefferson Street, SW, Suite 110, Roanoke, VA 24011  
**Frank M. Smith, II, President & CEO**  
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**BOARD MEMBERS:**  
*Bob Cowell, City of Roanoke*  
*Gary Larrowe, Botetourt County*  
*Michael T. McEvoy, Citizen*  
*Richard Caywood, Roanoke County*  
*James E. Taliaferro, II, City of Salem*  
*Dr. Scott Midkiff, Virginia Tech*  
*Keith Perry, Carilion*

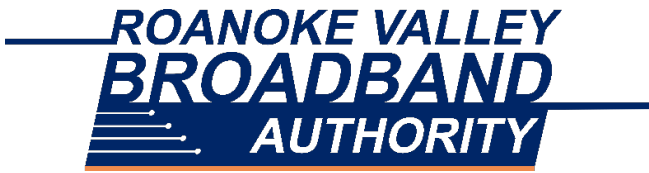
**Roanoke Valley Broadband Authority**  
**Special Called Board Meeting**  
**Wednesday, June 15, 2022 at 11:00 a.m.**  
**Roanoke Valley Broadband Authority**  
**601 S. Jefferson Street, SW, Ste 110 Roanoke, VA 24011**

**AGENDA**

1. **Call to Order, Roll Call, Introductions** ..... *Chair McEvoy*
2. **Approval of the Budget FY 23, p. 2** ..... *Chair McEvoy*
3. **Approval of Vice-Chair Nomination** ..... *Chair McEvoy*
4. **Approval of Transition of General Counsel** ..... *Chair McEvoy*
5. **Closed Session**
  - a. To discuss consultation with Legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the Authority Section §2.2-3711 A.7. of the Code of Virginia
6. **End Closed Meeting and Reconvene Regular Meeting**..... *Chair McEvoy*
7. **Adoption of Certification Resolution of Closed Meeting, p. 3** ..... *Chair McEvoy*
8. **Adjournment**

**Roanoke Valley Broadband Authority**  
**Draft Budget FY 2023**  
**June 1, 2022 Draft**

	Fiscal Year 2023 Budget	Adopted Fiscal Year 2022 Budget	Variance	Percent Change
<b>Broadband Revenues</b>				
Contributed Capital	\$290,303	\$290,303	\$0	0%
Pass Through	0	0	0	0%
Service Revenue	1,352,090	1,221,559	\$130,531	11%
<b>Total Broadband Operating Revenues</b>	<b>\$1,642,393</b>	<b>\$1,511,862</b>	<b>\$130,531</b>	<b>9%</b>
<b>Broadband Operation &amp; Maintenance Expenses</b>				
Salaries	\$467,250	\$445,000	\$22,250	5%
Fringe Benefits	137,550	131,000	6,550	5%
Advertising	300	300	0	0%
ARIN	1,000	1,000	0	0%
Audit	12,100	12,100	0	0%
Bank Fees	300	300	0	0%
Billing System	14,000	30,000	-16,000	-53%
Brand Management	60,000	90,000	-30,000	-33%
Carrier Services	230,000	230,000	0	0%
Computer Fees	5,000	5,000	0	0%
Conferences	1,000	1,000	0	0%
Contract Myriad	10,000	10,000	0	0%
Contract (RVARC)	6,000	6,000	0	0%
Contract Compensation Study	11,000	11,000	0	0%
Dues	2,000	2,000	0	0%
Equipment Warranty Services	38,000	38,000	0	0%
Fiber Management System	5,640	5,640	0	0%
Furniture & Equipment	1,000	1,000	0	0%
Insurance	6,600	6,600	0	0%
Lease	26,500	26,500	0	0%
Legal Fees	25,000	25,000	0	0%
Locates Va 811	60,000	60,000	0	0%
Maintenance Copier	768	768	0	0%
Maintenance Dark Fiber MBC	1,030	1,030	0	0%
Maintenance Generator	790	790	0	0%
Maintenance HVAC	6,000	6,000	0	0%
Maintenance Telephone	960	960	0	0%
Message Management	60,000	90,200	-30,200	-33%
Network Engineering	20,000	10,000	10,000	100%
NOC Services	33,000	33,000	0	0%
OSP Consulting	20,000	20,000	0	0%
Partner Fiber Utilization	0	5,624	-5,624	-100%
Partner Botetourt EDA	38,400	38,400	0	0%
Postage	6,000	6,000	0	0%
Printing	1,000	1,000	0	0%
Professional Services	36,000	6,000	30,000	500%
Recognition	300	300	0	0%
Rent Co-location Sites	35,500	35,500	0	0%
Rent Office Suite	36,000	36,000	0	0%
Repair & Restoration Network	25,000	25,000	0	0%
Roanoke Regional Partnership	2,400	2,000	400	20%
Security Coulter Building	500	500	0	0%
Security Network	0	8,500	-8,500	-100%
Storage	2,850	2,850	0	0%
Subscriptions	400	400	0	0%
Supplies - Network	20,000	20,000	0	0%
Supplies - Office	4,000	4,000	0	0%
Telephone	6,600	6,600	0	0%
Travel	6,000	8,000	-2,000	-25%
Training	2,000	2,000	0	0%
Utilities at three huts	3,000	3,000	0	0%
<b>Total Broadband Operation &amp; Maintenance Expenses</b>	<b>\$1,488,738</b>	<b>\$1,511,862</b>	<b>-\$23,124</b>	<b>-2%</b>
<b>Income from Operations</b>	<b>\$153,655</b>	<b>\$0</b>	<b>\$153,655</b>	
<b>Non-Operating Revenues</b>				
Contributed Capital - Capital Outlays	\$ 459,687	\$ 647,211	-\$187,524	-29%
Pass Thru Funds	0	123,630	-\$123,630	-100%
Service Revenue	-	0	0	New line item
Contributed Capital - Debt Service	1,054,171	1,053,267	904	0
Installations	85,000	165,000	-80,000	0
Other Income	150	150	0	0
Subtotal Non-Operating Revenues	\$ 1,599,008	\$ 1,989,258	\$ (390,250)	-24%
<b>Non-Operating Expenses</b>				
Interest Expense	\$ (114,171)	\$ (138,267)	\$ (24,096)	-17%
Subtotal Non-Operating Expenses	\$ (114,171)	\$ (138,267)	\$ (24,096)	21%
<b>Total Non-Operating Revenues &amp; Expenses</b>	<b>1,484,837</b>	<b>1,850,991</b>	<b>-366,154</b>	<b>-20%</b>
<b>Net Income (Loss) from Operations</b>	<b>\$ 1,638,492</b>	<b>\$ 1,850,991</b>	<b>\$ (212,499)</b>	<b>-11%</b>
Principal Payment on Long-Term Debt	\$ 940,000	\$ 915,000	\$ 25,000	3%
Capital Projects	648,492	805,991	(157,499)	-20%
Reserves	50,000	50,000	0	0%
<b>Net Income (Loss)</b>	<b>\$ -</b>	<b>\$ 80,000</b>	<b>\$ (80,000)</b>	



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**CERTIFICATION RESOLUTION**

**RESOLUTION CERTIFYING CLOSED MEETING WAS HELD IN CONFORMITY  
WITH THE CODE OF VIRGINIA**

WHEREAS, the Roanoke Valley Broadband Authority has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Roanoke Valley Broadband Authority that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, that the Roanoke Valley Broadband Authority hereby certifies that, to the best of each member's knowledge:

1. Only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting which this certification resolution applies; and
2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Roanoke Valley Broadband Authority.

**The 15<sup>th</sup> day of June 2022**