



Roanoke Valley  
Broadband Authority

**Board of Directors**

Jay Taliaferro, City of Salem  
Richard Caywood, Roanoke County  
Michael McEvoy, Citizen  
Robert Cowell, City of Roanoke  
Gary Larrowe, Botetourt County  
Keith Perry, Carilion Clinic  
Dr. Scott Midkiff, Virginia Tech

**May 17, 2024  
STRATEGIC PLANNING MINUTES**

The May 17, 2024, Board Meeting of the Roanoke Valley Broadband Authority was held at 7:30 a.m. @ 601 S. Jefferson Street, Roanoke, VA. 24011 in the Boardroom of the Western Virginia Water Authority 2<sup>nd</sup> floor.

**1. CALL TO ORDER, WELCOME AND ROLL CALL**

Chairman Caywood called the meeting to order at 7:31 a.m. and welcomed those in attendance.

Roll was called by Secretary Ms. Tywanii Ross. All Board members were present with the exception of Mr. Bob Cowell, City of Roanoke, and a quorum was established.

Roanoke Valley Broadband Authority Board Members: Mr. Mike McEvoy, Citizen and Treasurer; Mr. Robert Light, City of Salem; Mr. Gary Larrowe, County of Botetourt; Chairman Caywood, County of Roanoke, Mr. Keith Perry, Carilion.

**OTHERS IN ATTENDANCE**

Broadband Authority Staff: Mr. James Bandy, President, Ms. Tywanii Ross, Business Operation Administrator & Secretary to the Board, Mr. Barry Stacy, Outside Project Manager.

Others: Jason\_(Jed) Krisch, Director of Information Technology @ Virginia Tech





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**Mr. James Bandy, Acting President has put an Agenda together for the Strategic Planning Meeting for the Roanoke Valley Broadband Authority to discuss moving forward the direction of the RVBA:**

- \*Review 2023-2024- Successes and highlights**
- \*Network Strategy and Terms**
- \*5 Year Product Portfolio**
- \*2-year budget and cash flow**
- \*Future challenges / solutions**
- \*Open Discussion**

#### **Review of 2023-2024 Successes and highlights**

**-The review for 2023-2024 turned out well, even with the challenges of early terminations that were not paid from a former customer, which we are almost done with all early termination payments to carriers at this time.**

**We will start off the new FY with a clean slate. Colo agreements and budgets have been worked out also. Mr. Gary Larrowe, County of Botetourt pointed out how the EDA is pleased with what Mr. Bandy has presented and worked out thus far. We are working on reductions, (moving into our new suite, from the WWA), storage fees and recovered funds from a former customer that we have received.**

**MRC fees have increased with brand new services, and we still have services that need to be installed in addition to that.**

**Our most successes were in Carrier and ISP, Dark Fiber was the big one, and multi-location services.**

**All localities will be utilizing our fiber once everything has been installed.**

#### **Network Strategy and Terms**

**-Our investments / return is the On-Net and Near Net. On Net at a minimal cost with Dark fiber and Multi dwelling units. The Near Net is business very near the network which are blended opportunities with Multisite.**

**A Network Expansion was done Downtown Roanoke and Ring Closure with access to 3 multi-tenant buildings in 2023.**





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### **Revenue Generation**

**Mailers to existing customers**

**Mailers to near-net building**

**Feet on the street**

**Carrier business**

**Capital Investment**

### **5 Year Product Portfolio**

**-We will define our internet Access to Premium Business Internet. Standard Business Internet which requires street or multi-tenant building investment. Custom Internet which is a direct connect to customer device and media conversion. Metro Ethernet Forum Products, (E-LINE, E-LAN, E-TREE, point to point, any to any, point to multipoint. Wavelength Services, (DWDM to the Enterprise and Cell Tower, Aggregate wavelength, and customer private Metro networks 10-400G and long-haul transport which is a low margin product. Dark Fiber- simplified dark fiber pricing based on zones, and Colocations.**

### **Challenges**

- Ending of Government Operational Subsidy per year loss of \$300,000 per year**
- Capital Investments for upgrades, fiber builds, and targeted customers**
- Installation time frames for railroad crossing and pole attachments**
- Employee Investment, Salem fiber infrastructure, there is limited RVBA owned Fiber presence in Salem**

### **Revenue Generation**

- Mailers to Existing customers**
- Mailers to Near-Net buildings**
- Feet on the Street**
- Carrier business**
- Capital Investment**

601 S. Jefferson Street SW  
Suite 310, Roanoke, VA 24011  
540-904-4739  
[www.rvba.online](http://www.rvba.online)







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### 24/25 Cashflow & 25 / 26 Cashflow

Mr. Bandy focused on the service revenue but made mention to the moving of fiber that is an out-of-pocket expense for the RVBA. Sometimes we don't need money allocated to it and then sometimes we use most of it for road improvements, and sidewalk builds, etc.

These numbers don't include network upgrades. The RVBA had a lot of legal fees this year as well.

Mr. Bandy will be looking at the WVWA to be an Agent for some professional services soon.

### 25/26 Budget

The budget numbers were explained by Mr. Bandy, Mr. McEvoy, WVWA, Treasurer moved to accept the budget as presented. 2<sup>nd</sup> by Mr. Gary Larrowe, County of Botetourt. RVBA Board members accepted the 25/26 Budget for the RVBA with a voice vote. The RVBA runs through the WVWA payroll, and the RVBA rents office space from the WVWA. Moving forward things are looking up.

### The Ask

- \*Invest in your locality- mark Capital funds to be spent on businesses in your area
- Approve by Board member if required
- \*Invest in your Regional fiber company
- Capital Investment into the network

There are some things such as Network upgrades that need to be done with things such as batteries due to the age of the batteries that are in now, that was put in in 2016.

Mr. Bandy's last thoughts were to use the fiber that you own, in your locality and thinks it looks positive in the future. Mr. Gary Larrowe stated that he is seeing a huge win.

Meeting Adjourned @ 10:22 a.m.  
Minutes Submitted by Tywanii Ross  
Secretary to the Roanoke Valley Broadband Authority

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