

**BOARD OF DIRECTORS' MEETING**

**of the Western Virginia Regional Industrial Facility Authority**

Friday, October 20, 2023 at 10:00 a.m.

Roanoke Valley – Alleghany Regional Commission (Top Floor Conference Room)  
313 Luck Ave., SW, Roanoke, VA 24016

*Note: The October 20<sup>th</sup> meeting will be a Joint Meeting with the WVRIFA Participation Committee (both meetings will be held in conjunction with each other on the same date, time and location.)*

**REVISED AGENDA**

1. Welcome, Call to Order ..... Chair Larrowe
2. Roll Call ..... Virginia Mullen
3. **Action Requested:** Approval of Consent Agenda Items..... Chair Larrowe
  - A. Approval of Agenda
  - B. September 15, 2023 WVRIFA Board Minutes, pp. 3 – 7
  - C. Financial Reports Ending September 30, 2023, pp. 8 – 12
4. Public Comment Period ..... Chair Larrowe  

*The WVRIFA Board will allow a 30-minute public comment period in which a citizen may sign-up for up to three (3) minutes of speaking time.*
5. Business Ready Sites Program Discussion .....John Hull
6. Other Business ..... Chair Larrowe
7. Request for Closed Meeting, p. 13..... Chair Larrowe

*Pursuant to Section 2.2-3711 A. 3. of the Code of Virginia, 1950, as amended, for the purpose of discussion or consideration of acquisition of real property for a public purpose, or of the disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority.*

*Pursuant to Section 2.2-3711. A. 6. of the Code of Virginia, 1950 as amended, for the purpose of discussion or consideration of the investment of public funds where competition or bargaining is*

---

**ADMINISTERED BY:**

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

*involved, where, if made public initially, the financial interest of the Authority would be adversely affected.*

- 8. End of Closed Mtg., Reconvene Regular Participation Committee Mtg. .... *Chair Larrowe*
- 9. Adoption of Certification of Resolution of Closed Meeting, p. 14..... *Chair Larrowe*
- 10. Action by the WVRIFA Board as a Result of the Closed Meeting ..... *Chair Larrowe*
- 11. Adjournment ..... *Chair Larrowe*

---

**ADMINISTERED BY:**

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

## **MINUTES**

The September meeting of the Western Virginia Regional Industrial Facility Authority (WVRIFA) Board was held on Friday, September 15, 2023 at 10:15 a.m. at the Roanoke Valley – Alleghany Regional Commission office (Top Floor Conference Room), 313 Luck Avenue, SW, Roanoke VA.

***NOTE:** The September 15, 2023 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 10:15 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; Richard Caywood, Roanoke County; Megan Baker, Roanoke County; Bob Cowell, City of Roanoke; Marc Nelson, City of Roanoke; Crystal Williams, City of Salem; Rob Light, City of Salem; Mayor Bradley Grose, Town of Vinton.

Others Present: Luke Campbell, Botetourt County; Corbin Stone, Robinson, Farmer, Cox Associates.

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. ACTION REQUESTED: APPROVAL OF THE CONSENT AGENDA ITEMS**

The following consent agenda items were distributed earlier: (A) September 15, 2023 WVRIFA Board Agenda and (B) August 18, 2023 WVRIFA Board Minutes, (C).

#### **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)

**Motion:** by Richard Caywood to approve the consent agenda items (A) and (B), as presented. The motion was seconded by Rob Light.

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

4. **PUBLIC COMMENT PERIOD**

There were no comments.

5. **ACTION REQUESTED: ACCEPTANCE OF THE FY23 AUDIT REPORT**

Corbin Stone with the Certified Public Accountant firm of Robinson, Farmer, Cox Associates, presented an overview of the FY23 WVRIFA Audit Report (previously distributed with the agenda packet). Additional handout “Western Virginia Regional Industrial Facility Authority Financial Statement – Comparative Data” was distributed among the members (the handout is included with the Minutes). Mr. Stone reported that no problems were found during the auditing process and that the Authority’s financials are in good standing.

**Motion:** by Rob Light to accept the FY23 Audit Report, as presented. The motion was seconded by Bob Cowell.

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

6. **PROJECT UPDATE**

Mr. Hull reported that the interest in the property remains at a high level (mostly mid-stage opportunities). Many requests for information have been received and staff is continuing to market the site.

7. **OTHER BUSINESS**

No other business was discussed.

8. **REQUEST FOR CLOSED MEETING**

Motion was made by Richard Caywood that the Board convene in a Closed Meeting to discuss the potential disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to section 2.2-3711 A. 3. of the Code of Virginia (1950), as amended. The motion was seconded by Bob Cowell. The motion carried. The WVRIFA Board went into a Closed Meeting at 10:23 a.m.

**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)

**9. END OF CLOSED MEETING, RECONVENE REGULAR BOARD MEETING**

Motion was made by Richard Caywood and seconded by Bob Cowell that the WVRIFA Board end the Closed Meeting and return to its regular committee meeting. The motion carried. The WVRIFA Board ended the Closed Meeting and returned to its regular committee meeting at 10:59 a.m.

**10. ADOPTION OF CERTIFICATION OF RESOLUTION OF CLOSED MEETING**

Motion was made by Bob Cowell and seconded by Richard Caywood to adopt the following certification resolution:

*WHEREAS, the Western Virginia Regional Industrial Facility 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 Western Virginia Regional Industrial Facility Authority that such closed meeting was conducted in conformity with Virginia law.*

*NOW, THEREFORE, BE IT RESOLVED, that the Western Virginia Regional Industrial Facility 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 to 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 Western Virginia Regional Industrial Facility Authority.*

The motion was adopted by a Roll Call vote of 9 to 0 as follows:

**Member & Vote**

Gary Larrowe – Yes  
Ken McFadyen – Yes  
Richard Caywood – Yes  
Megan Baker – Yes  
Bob Cowell – Yes  
Marc Nelson – Yes  
Crystal Williams – Yes  
Rob Light – Yes  
Mayor Bradley Grose – Yes

**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)

11. **ACTION BY THE BOARD AS A RESULT OF THE CLOSED MEETING**

There was no action by the WVRIFA Board as a result of the closed meeting.

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

The WVRIFA Board of Directors' meeting adjourned at 11:01 a.m.

---

Richard Caywood, Secretary  
WVRIFA Board of Directors

---

Attest

**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)

**Western Virginia Regional Industrial Facility Authority**  
**Financial Statement - Comparative Data**  
**FYE 6/30/2023**

<b>Statement of Net Position (Balance Sheet)</b>	<u>6/30/2017</u>	<u>6/30/2018</u>	<u>6/30/2019</u>	<u>6/30/2020</u>	<u>6/30/2021</u>	<u>6/30/2022</u>	<u>6/30/2023</u>
<b>Assets:</b>							
Cash and investment balances	\$ 2,396,487	\$ 4,230,621	\$ 4,458,036	\$ 3,213,232	\$ 2,026,560	\$ 766,269	\$ 773,105
Prepaid items/accounts receivable	1,153	939	10,576	6,577	19,911	15,056	23,509
Inventory held for resale (Wood Haven parcels)	5,280,954	5,280,954	5,259,082	5,842,017	5,842,017	5,842,017	5,842,017
Due from project participants (Wood Haven)	705,074	707,876	525,574	1,371,065	2,630,288	3,849,253	3,255,283
<b>Total assets</b>	<u>\$ 8,383,668</u>	<u>\$ 10,220,390</u>	<u>\$ 10,253,268</u>	<u>\$ 10,432,891</u>	<u>\$ 10,518,776</u>	<u>\$ 10,472,595</u>	<u>\$ 9,893,914</u>
<b>Liabilities:</b>							
Accounts payable	\$ 23,320	\$ 26,458	\$ 5,661	\$ 62,290	\$ 40,378	\$ 3,239	\$ 367
Interest payable	213,120	137,966	169,584	10,959	122,293	122,293	115,527
Unearned revenue	-	-	15,416	-	-	-	-
Bonds payable	8,100,000	10,000,000	10,000,000	10,302,000	10,302,000	10,302,000	9,732,000
<b>Total liabilities</b>	<u>\$ 8,336,440</u>	<u>\$ 10,164,424</u>	<u>\$ 10,190,661</u>	<u>\$ 10,375,249</u>	<u>\$ 10,464,671</u>	<u>\$ 10,427,532</u>	<u>\$ 9,847,894</u>
<b>Net position</b>	<u>\$ 47,228</u>	<u>\$ 55,966</u>	<u>\$ 62,607</u>	<u>\$ 57,642</u>	<u>\$ 54,105</u>	<u>\$ 45,063</u>	<u>\$ 46,020</u>
<b>Statement of Revenues, Expenses and Changes in Net Position (Income Statement)</b>							
	<u>Two Years Ending 6/30/2017</u>	<u>Fiscal Year Ending 6/30/2018</u>	<u>Fiscal Year Ending 6/30/2019</u>	<u>Fiscal Year Ending 6/30/2020</u>	<u>Fiscal Year Ending 6/30/2021</u>	<u>Fiscal Year Ending 6/30/2022</u>	<u>Fiscal Year Ending 6/30/2023</u>
Operating revenues	\$ 809,020	\$ 534,484	\$ 702,934	\$ 1,292,876	\$ 1,736,016	\$ 1,542,037	\$ 316,792
Operating expenses	(330,916)	(259,645)	(425,186)	(846,838)	(1,478,889)	(1,286,019)	(152,360)
<b>Operating income (loss)</b>	<u>\$ 478,104</u>	<u>\$ 274,839</u>	<u>\$ 277,748</u>	<u>\$ 446,038</u>	<u>\$ 257,127</u>	<u>\$ 256,018</u>	<u>\$ 164,432</u>
Nonoperating revenues (expenses)	\$ (430,876)	\$ (266,101)	\$ (271,107)	\$ (451,003)	\$ (260,664)	\$ (265,060)	\$ (163,475)
<b>Change in net position</b>	<u>\$ 47,228</u>	<u>\$ 8,738</u>	<u>\$ 6,641</u>	<u>\$ (4,965)</u>	<u>\$ (3,537)</u>	<u>\$ (9,042)</u>	<u>\$ 957</u>

Information summarized from the audited financial statements.

**Western Virginia Regional Industrial Facility Authority**  
**As of September 30, 2023**  
**Statement of Cash Balances**

Operating Fund	\$ 70,838
Woodhaven Project	<u>\$ 642,589</u>
Total Cash	<u><u>\$ 713,427</u></u>



**Western Virginia Regional Industrial Facility Authority**  
**FY2024 (7/1/23-6/30/24)**  
**Operating Fund Locality Due Payment Summary**

<b>Revenue</b>	<b>FY2024</b>	<b>Paid as</b>	
<i>Member Dues</i>	<b>Budget</b>	<b>of 9/30/23</b>	<b>Remainder Due</b>
* Botetourt County	\$ 6,117.83	\$ 3,058.92	\$ 3,058.91
*** Franklin County	\$ 9,854.15	\$ 9,854.15	\$ -
** Roanoke City	\$ 18,163.83	\$ 4,540.96	\$ 13,622.87
*** Roanoke County	\$ 16,078.91	\$ 16,078.91	\$ -
** Salem City	\$ 4,557.19	\$ 1,139.30	\$ 3,417.89
*** Town of Vinton	\$ 1,478.09	\$ 1,478.09	\$ -
<b>Total Revenue</b>	<b>\$ 56,250.00</b>	<b>\$ 36,150.33</b>	<b>\$ 20,099.67</b>

Invoices Outstanding:

Botetourt County	\$ -
Franklin County	\$ -
Roanoke City	\$ -
Roanoke County	\$ -
Salem City	\$ -
Town of Vinton	\$ -

Invoiced outstanding 9/30/23	<u>\$ -</u>
------------------------------	-------------

Total Revenue Recorded/Accrued as of 9/30/23	\$ 36,150.33
--	--------------

- \* pays biannual
- \*\* pays quarterly
- \*\*\* pays all at one time

**Western Virginia Regional Industrial Facility Authority**  
**FY2024 (7/1/23-6/30/24)**  
**Woodhaven Project Dues Locality Payment Summary**

<b>Revenue</b>	<b>FY2024</b>	<b>Paid as</b>	
<i>Member Dues</i>	<b>Budget</b>	<b>of 9/30/23</b>	<b>Remainder Due</b>
** Roanoke City	\$ 11,050.00	\$ 2,762.50	\$ 8,287.50
*** Roanoke County	\$ 11,050.00	\$ 11,050.00	\$ -
** Salem City	\$ 2,900.00	\$ 725.00	\$ 2,175.00
	\$ -	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 25,000.00</b>	<b>\$ 14,537.50</b>	<b>\$ 10,462.50</b>

Invoices Outstanding:

Roanoke City	\$ -
Roanoke County	\$ -
Salem City	\$ -

Invoiced outstanding 9/30/23	\$ -
------------------------------	------

Total Revenue Recorded/Accrued as of 9/30/23	\$ 14,537.50
--	--------------

\*\* pays quarterly

\*\*\* pays all at one time

Western Virginia Regional Industrial Facility Authority  
Profit & Loss Budget vs. Actual  
July through September 2023

	Debt Fund				Operating				Woodhaven			
	Jul - Sep 23	Budget	\$ Over Budget	% of Budget	Jul - Sep 23	Budget	\$ Over Budget	% of Budget	Jul - Sep 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense												
Income												
Grants												
VBRSP Site Development	0.00				0.00				0.00	504,149.00	-504,149.00	0.0%
Total Grants	0.00				0.00				0.00	504,149.00	-504,149.00	0.0%
Investments												
Interest-Savings, Short-term CD	0.00				0.00				7,428.22			
Total Investments	0.00				0.00				7,428.22			
Locality Support Revenue	10,502.45	830,786.30	-820,283.85	1.26%	36,150.33	56,250.00	-20,099.67	64.27%	14,537.50	25,000.00	-10,462.50	58.15%
Total Income	10,502.45	830,786.30	-820,283.85	1.26%	36,150.33	56,250.00	-20,099.67	64.27%	21,965.72	529,149.00	-507,183.28	4.15%
Expense												
Contract Services												
Accounting Fees	0.00				0.00	7,800.00	-7,800.00	0.0%	0.00			
Construction Drainage Project	0.00				0.00				0.00	414,149.00	-414,149.00	0.0%
Engineering	0.00				0.00				165.00	70,000.00	-69,835.00	0.24%
Landscaping	0.00				0.00				0.00	2,000.00	-2,000.00	0.0%
Legal Fees	0.00				852.58	2,500.00	-1,647.42	34.1%	1,035.92	26,300.00	-25,264.08	3.94%
Performance Bond	0.00				0.00				0.00	3,000.00	-3,000.00	0.0%
Total Contract Services	0.00				852.58	10,300.00	-9,447.42	8.28%	1,200.92	515,449.00	-514,248.08	0.23%
Facilities and Equipment												
Other Repairs & Maintenance	0.00				0.00				0.00	1,000.00	-1,000.00	0.0%
Property Maintenance	0.00				0.00				3,093.75	6,000.00	-2,906.25	51.56%
Rent, Parking, Utilities	0.00				0.00				50.04	200.00	-149.96	25.02%
Total Facilities and Equipment	0.00				0.00				3,143.79	7,200.00	-4,056.21	43.66%
Insurance	0.00				0.00	0.00	0.00	0.0%	0.00			
Operations												
Roanoke Reg. Partnership Staff	0.00				4,750.00	19,000.00	-14,250.00	25.0%	0.00			
RVARC Staff	0.00				6,250.00	25,000.00	-18,750.00	25.0%	0.00			
Supplies	0.00				0.00	435.00	-435.00	0.0%	0.00			
Total Operations	0.00				11,000.00	44,435.00	-33,435.00	24.76%	0.00			
Other Types of Expenses												
Bond Loan Interest Expense	10,502.45	244,786.30	-234,283.85	4.29%	0.00				0.00			
Insurance - Liability, D and O	0.00				940.00	910.00	30.00	103.3%	0.00			
Marketing	0.00				0.00				0.00	6,000.00	-6,000.00	0.0%
Misc. Expenses	0.00				0.00				0.00	500.00	-500.00	0.0%
Technical Assistance	0.00				0.00	605.00	-605.00	0.0%	0.00			
Total Other Types of Expenses	10,502.45	244,786.30	-234,283.85	4.29%	940.00	1,515.00	-575.00	62.05%	0.00	6,500.00	-6,500.00	0.0%
Total Expense	10,502.45	244,786.30	-234,283.85	4.29%	12,792.58	56,250.00	-43,457.42	22.74%	4,344.71	529,149.00	-524,804.29	0.82%
Net Ordinary Income	0.00	586,000.00	-586,000.00	0.0%	23,357.75	0.00	23,357.75	100.0%	17,621.01	0.00	17,621.01	100.0%
Net Income	0.00	586,000.00	-586,000.00	0.0%	23,357.75	0.00	23,357.75	100.0%	17,621.01	0.00	17,621.01	100.0%

**Western Virginia Regional Industrial Facility Authority**  
**Statement of Financial Position**  
As of September 30, 2023

	<u>Sep 30, 23</u>	<u>Sep 30, 22</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
LGIP Investment Cash Woodhaven	549,273.13	593,462.13	-44,189.00	-7.45%
Union Bank Bond Cash Woodhaven	93,315.67	19,883.22	73,432.45	369.32%
Union WVRIFA Operating	70,838.15	57,252.12	13,586.03	23.73%
<b>Total Checking/Savings</b>	<u>713,426.95</u>	<u>670,597.47</u>	<u>42,829.48</u>	<u>6.39%</u>
<b>Accounts Receivable</b>				
Accounts Receivable	0.00	3,334.07	-3,334.07	-100.0%
<b>Total Accounts Receivable</b>	<u>0.00</u>	<u>3,334.07</u>	<u>-3,334.07</u>	<u>-100.0%</u>
<b>Total Current Assets</b>	<u>713,426.95</u>	<u>673,931.54</u>	<u>39,495.41</u>	<u>5.86%</u>
<b>Fixed Assets</b>				
Land-WoodHaven	5,842,017.18	5,842,017.18	0.00	0.0%
<b>Total Fixed Assets</b>	<u>5,842,017.18</u>	<u>5,842,017.18</u>	<u>0.00</u>	<u>0.0%</u>
<b>TOTAL ASSETS</b>	<u><b>6,555,444.13</b></u>	<u><b>6,515,948.72</b></u>	<u><b>39,495.41</b></u>	<u><b>0.61%</b></u>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
Accounts Payable	1,013.50	1,471.25	-457.75	-31.11%
<b>Total Accounts Payable</b>	<u>1,013.50</u>	<u>1,471.25</u>	<u>-457.75</u>	<u>-31.11%</u>
<b>Total Current Liabilities</b>	<u>1,013.50</u>	<u>1,471.25</u>	<u>-457.75</u>	<u>-31.11%</u>
<b>Long Term Liabilities</b>				
Revenue Bond Payable	9,732,000.00	10,302,000.00	-570,000.00	-5.53%
<b>Total Long Term Liabilities</b>	<u>9,732,000.00</u>	<u>10,302,000.00</u>	<u>-570,000.00</u>	<u>-5.53%</u>
<b>Total Liabilities</b>	<u>9,733,013.50</u>	<u>10,303,471.25</u>	<u>-570,457.75</u>	<u>-5.54%</u>
<b>Equity</b>				
Retained Earnings	645,672.07	50,201.91	595,470.16	1,186.15%
Net Income	-3,823,241.44	-3,837,724.44	14,483.00	0.38%
<b>Total Equity</b>	<u>-3,177,569.37</u>	<u>-3,787,522.53</u>	<u>609,953.16</u>	<u>16.1%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>6,555,444.13</b></u>	<u><b>6,515,948.72</b></u>	<u><b>39,495.41</b></u>	<u><b>0.61%</b></u>

# WESTERN VIRGINIA REGIONAL INDUSTRIAL FACILITY AUTHORITY

---

---

October 12, 2023

Dear WVRIFA Board Members:

This is to request a Closed Meeting during the next scheduled meeting of the WVRIFA Board on Friday, October 20, 2023 at 10:00 a.m. at the Roanoke Valley-Alleghany Regional Commission (Top Floor Conference Room), 313 Luck Ave., SW, Roanoke, VA 24016.

The Closed Meeting is pursuant to Section 2.2-3711 A. 3. of the Code of Virginia, 1950, as amended, for the purpose of discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority.

The Closed Meeting is pursuant to Section 2.2-3711. A. 6. of the Code of Virginia, 1950 as amended, for the purpose of discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the Authority would be adversely affected.

Sincerely,

Gary Larrowe  
Chair  
WVRIFA Board

---

Administered by:  
Roanoke Valley-Alleghany Regional Commission  
P.O. Box 2569, Roanoke, VA 24010  
540.343.4417 / [info@wvrifa.org](mailto:info@wvrifa.org) / [www.wvrifa.org](http://www.wvrifa.org)

**CERTIFICATION RESOLUTION**

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

**WHEREAS**, the Western Virginia Regional Industrial Facility 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 Western Virginia Regional Industrial Facility Authority that such closed meeting was conducted in conformity with Virginia law.

**NOW, THEREFORE, BE IT RESOLVED**, that the Western Virginia Regional Industrial Facility 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 Western Virginia Regional Industrial Facility.

*The 20<sup>th</sup> day of October, 2023*

---

Administered by:  
Roanoke Valley-Alleghany Regional Commission  
P.O. Box 2569, Roanoke, VA 24010  
540.343.4417 / [info@wvrifa.org](mailto:info@wvrifa.org) / [www.wvrifa.org](http://www.wvrifa.org)