

# WESTERN VIRGINIA REGIONAL INDUSTRIAL FACILITY AUTHORITY

PARTICIPATION COMMITTEE  
Wood Haven Road Project

## MINUTES

The April meeting of the WVRIFA Participation Committee for the Wood Haven Road Project was held on Friday, April 19, 2024 at 10:00 a.m. at the Roanoke Regional Partnership office (Conference Room), 111 Franklin Road SE Ste. 333, Roanoke VA.

### 1. CALL MEETING TO ORDER

Chair Cowell called the meeting to order at 10:00 a.m.

### 2. ROLL CALL

Chair Cowell welcomed those in attendance and asked Sherry Dean to call the roll. Ms. Dean noted that a quorum was established.

Participation Committee Members Present: Chris Dorsey, City of Salem; Bob Cowell, City of Roanoke; and Richard Caywood, Roanoke County.

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

Others Present: Megan Baker, Roanoke County; Madeline Hanlon, Roanoke County; Tommy Miller, City of Salem.

### 3. ACTION REQUESTED: APPROVAL OF CONSENT AGENDA ITEMS

The following consent agenda items were distributed earlier: (A) April 19, 2024 WVRIFA Participation Committee Agenda, and (B) March 8, 2024 WVRIFA Participation Committee Minutes.

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

WVRIFA Participation Committee Action: Motion carried.

### 4. PUBLIC COMMENT PERIOD

There were no comments.

### 5. REQUEST FOR CLOSED MEETING

Motion was made by Richard Caywood that the Committee convene in a Closed Meeting to discuss:

- a) the acquisition of real property for a public purpose, or of the disposition of publicly

**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)

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. 3. of the Code of Virginia, 1950, as amended.

- b) a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community, pursuant to Section 2.2-2711. A. 5. of the Code of Virginia, 1950 as amended.

The motion was seconded by Chris Dorsey. The motion carried. The WVRIFA Participation Committee went into a Closed Meeting at 10:03 a.m.

6. **END OF CLOSED MEETING, RECONVENE REGULAR PARTICIPATION COMMITTEE MEETING**

Motion was made by Richard Caywood and seconded by Chris Dorsey that the WVRIFA Participation Committee end the Closed Meeting and return to its regular committee meeting. The motion carried. The WVRIFA Participation Committee ended the Closed Meeting and returned to its regular committee meeting at 11:05 a.m.

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

Motion was made by Richard Caywood and seconded by Chris Dorsey to adopt the following certification resolution:

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

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

The motion was adopted by a Roll Call vote of 3 to 0 as follows:

**Member & Vote**  
Bob Cowell – Yes

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Chris Dorsey – Yes  
Richard Caywood – Yes

8. **ACTION BY THE PARTICIPATION COMMITTEE AS A RESULT OF THE CLOSED MEETING**

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

9. **ADJOURNMENT OF THE WVRIFA PARTICIPATION COMMITTEE**

The WVRIFA Participation Committee Meeting adjourned at 11:07 a.m.



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Virginia Mullen, Recording Secretary  
WVRIFA Participation Committee

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