

**WVRIFA PARTICIPATION COMMITTEE MEETING**

Friday, May 17, 2024 at 11:00 a.m.  
**Roanoke Regional Partnership (Conference Room)  
111 Franklin Road SE Ste. 333, Roanoke, VA 24011**

**AGENDA**

- 1. Call Meeting to Order ..... *Chair Cowell*
- 2. Roll Call ..... *Virginia Mullen*
- 3. **Action Requested:** Approval of Consent Agenda Items. .... *Chair Cowell*
  - A. Approval of Agenda
  - B. May 3, 2024 Special Called Meeting Participation Committee Minutes, pp. 3 – 5
- 4. Public Comment Period..... *Chair Cowell*

*The WVRIFA Participation Committee 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. Request for Closed Meeting, p. 6..... *Chair Cowell*

*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 2.2-2711 A. 5. of the Code of Virginia, 1950, as amended, for the purpose of discussion concerning 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.*
- 6. End of Closed Mtg. Reconvene Regular Participation Committee Mtg. .... *Chair Cowell*

7. Adoption of Certification Resolution of Closed Meeting, p. 7..... *Chair Cowell*
8. Action by the Participation Committee as a Result of the Closed Meeting ..... *Chair Cowell*
9. Adjournment

**ADMINISTERED BY:**

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

## **MINUTES**

A virtual special called meeting of the WVRIFA Participation Committee for the Wood Haven Road Project was held on Friday, May 3, 2024 at 9:00 a.m. via zoom. The virtual meeting of the WVRIFA Participation Committee was held in compliance with the WVRIFA Participation 's Policy on Remote Participation and All Virtual Meetings, adopted on September 16, 2022; and with the amendments to Virginia Code § 2.2-3708.3. (Effective September 1, 2022 and styled "Meetings held through electronic communication means; situations other than declared states of emergency").

### **1. CALL MEETING TO ORDER**

Chair Cowell called the meeting to order at 9:01 a.m.

### **2. ROLL CALL**

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

Participation Committee Members Present: Chris Dorsey, City of Salem (participated from Myrtle Beach, SC); Bob Cowell, City of Roanoke (participated from the Roanoke City building); and Richard Caywood, Roanoke County (participated from the Regional Partnership office).

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

Others Present: Megan Baker, Roanoke County; Doug Blount, Roanoke County; Marc Nelson, City of Roanoke; Herbert Berding, City of Roanoke; Tommy Miller, City of Salem.

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

The following consent agenda items were distributed earlier: (A) May 3, 2024 WVRIFA Participation Committee Special Called Meeting Agenda, and (B) April 19, 2024 WVRIFA Participation Committee Minutes.

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

**WVRIFA Participation Committee Action:** Motion carried.

### **4. PUBLIC COMMENT PERIOD**

**ADMINISTERED BY:**

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 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 9:03 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 9:38 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*

**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 Participation Committee.*

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

**Member & Vote**

Bob Cowell – Yes

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 9:40 a.m.

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Virginia Mullen, Recording Secretary  
WVRIFA Participation Committee

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# WESTERN VIRGINIA REGIONAL INDUSTRIAL FACILITY AUTHORITY

## PARTICIPATION COMMITTEE Wood Haven Road Project

May 9, 2024

Dear Participation Committee Members:

This is to request a Closed Meeting during the next scheduled meeting of the WVRIFA Participation Committee on Friday, May 17, 2024 at 10:00 a.m. at the Roanoke Regional Partnership (Conference Room) 111 Franklin Road SE Ste. 333, Roanoke, VA 24011.

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 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 2.2-2711 A. 5. of the Code of Virginia, 1950, as amended, for the purpose of discussion concerning 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.

Sincerely,

Bob Cowell  
Chair  
WVRIFA Participation Committee

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Administered by:  
Roanoke Valley-Alleghany Regional Commission  
P.O. Box 2569, Roanoke, VA 24010  
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## **CERTIFICATION RESOLUTION**

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

**WHEREAS**, the WVRIFA 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 WVRIFA Participation Committee that such closed meeting was conducted in conformity with Virginia law.

**NOW, THEREFORE, BE IT RESOLVED**, that the WVRIFA 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 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 WVRIFA Participation Committee.

*The 17<sup>th</sup> day of May 2024*