

# WESTERN VIRGINIA REGIONAL INDUSTRIAL FACILITY AUTHORITY

PARTICIPATION COMMITTEE  
Wood Haven Road Project

## MINUTES

The December meeting of the WVRIFA Participation Committee for the Wood Haven Road Project was held on Friday, December 20, 2024 at 10:00 a.m. at the Roanoke Regional Partnership (Conference Room), 111 Franklin Road SE Ste.333, Roanoke VA.

### 1. CALL MEETING TO ORDER

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

### 2. ROLL CALL

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

Participation Committee Members Present: Chris Dorsey, City of Salem; Marc Nelson (designee for Dr. Lydia Patton), City of Roanoke; and Megan Baker (designee for Richard Caywood), Roanoke County.

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

Others Present: Tommy Miller, City of Salem.

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

The following consent agenda items were distributed earlier: (A) December 20, 2024 WVRIFA Participation Committee Meeting Agenda, and (B) October 18, 2024 WVRIFA Participation Committee Minutes.

Motion: by Ms. Megan Baker to approve consent agenda items (A) and (B), as presented. The motion was seconded by Marc Nelson.

WVRIFA Participation Committee Action: Motion carried.

### 4. PUBLIC COMMENT PERIOD

There were no comments.

### 5. ACTION REQUESTED: APPROVAL OF FY26 WOOD HAVEN MAINTANANCE DUES

Mr. Hull stated that the FY26 Wood Haven Maintenance Dues were distributed with the [agenda packet](#) (page 7). He noted that the dues are consistent with the prior year.

#### 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 Marc Nelson to recommend to the WVRIFA Board the approval of the FY26 Wood Haven Maintenance Dues, as presented. The motion was seconded by Megan Baker.

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

6. **OTHER BUSINESS**

No other business was discussed.

7. **REQUEST FOR CLOSED MEETING**

Motion was made by Mr. Marc Nelson 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) the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected, pursuant to Section 2.2-3711 A. 6. of the Code of Virginia, 1950.

The motion was seconded by Ms. Megan Baker. The motion carried. The WVRIFA Participation Committee went into a Closed Meeting at 10:07 a.m.

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

Motion was made by Ms. Megan Baker and seconded by Mr. Marc Nelson 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 10:28 a.m.

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

Motion was made by Mr. Marc Nelson and seconded by Ms. Megan Baker 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*

**ADMINISTERED BY:**

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*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**

Marc Nelson – Yes

Chris Dorsey – Yes

Megan Baker – Yes

**10. 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.

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

The WVRIFA Participation Committee Meeting adjourned at 10:30 a.m.



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Virginia Mullen, Recording Secretary  
WVRIFA Participation Committee

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