

# WESTERN VIRGINIA REGIONAL INDUSTRIAL FACILITY AUTHORITY



## MINUTES

The October meeting of the Western Virginia Regional Industrial Facility Authority (WVRIFA) Board was held on Friday, October 17, 2025 at 10:00 a.m. at the Roanoke Regional Partnership (Conference Room), 111 Franklin Road SE Ste.333, Roanoke VA.

*Note: The October 17<sup>th</sup> meeting of the WVRIFA Board and WVRIFA Participation Committee were held simultaneously (jointly).*

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

Vice Chair Caywood called the WVRIFA Board of Directors' Meeting to order at 10:12 a.m.

### **2. ROLL CALL**

Vice Chair Caywood asked Ms. Virginia Mullen to call the roll of the WVRIFA Board. Ms. Mullen reported that a quorum was present.

Board Members Present: Luke Campbell, Botetourt County; Richard Caywood, Roanoke County; Megan Baker, Roanoke County; Marc Nelson, City of Roanoke; Herbert Berding, City of Roanoke; Chris Dorsey, City of Salem; Mayor Brad Grose (Alternate for Richard "Pete" Peters), Town of Vinton.

Staff Present: John Hull, WVRIFA Director; Tori Williams, Roanoke Regional Partnership; Bryce Hunter, WVRIFA Counsel; Virginia Mullen and Sherry Dean, WVRIFA Finance/Administrative Staff.

Others Present: Doug Blount, Roanoke County; Corbin Stone (via zoom), Robinson, Farmer, Cox Associates.

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

The following consent agenda items were distributed earlier: (A) October 17, 2025 WVRIFA Board Agenda, (B) July 18, 2025 WVRIFA Board Minutes, and (C) Financial Reports Ending June 30, 2025.

#### **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 Chris Dorsey to approve consent agenda items (A), (B) and (C). The motion was seconded by Marc Nelson.

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

**4. PUBLIC COMMENT PERIOD**

There were no comments.

**5. ACTION REQUESTED: ACCEPTANCE OF THE FY25 AUDIT REPORT**

Mr. Corbin Stone of Robinson, Farmer & Cox, who attended virtually, presented the audit findings. Mr. Stone reported that the audit had gone smoothly, with no issues encountered, and the Authority received an unqualified (clean) opinion. Mr. Stone commended Ms. Sherry Dean for excellent job in maintaining accurate records.

(A handout called "Western Virginia Regional Industrial Facility Authority Financial Statement - Comparative Data FY 6/30/2025" was distributed at the meeting and is included with the Minutes.)

**Motion:** by Marc Nelson to accept and approve the FY25 Audit Report. The motion was seconded by Chris Dorsey.

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

**6. REQUEST FOR CLOSED MEETING**

Motion was made by Mr. Chris Dorsey that the Board convene in a closed meeting to discuss 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.

The motion was seconded by Mr. Marc Nelson. The motion was adopted by a Roll Call vote of 7 to 0 as follows:

**Member & Vote**

Luke Campbell - Yes  
Richard Caywood – Yes  
Megan Baker – Yes  
Marc Nelson – Yes  
Herbert Berding - Yes  
Chris Dorsey – Yes

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Mayor Brad Grose – Yes

The Western Virginia Industrial Facility Authority Board went into a Closed Meeting at 10:22 a.m.

**7. END CLOSED MTG. RECONVENE REGULAR BOARD MTG.**

Motion was made by Mr. Chris Dorsey and seconded by Mr. Marc Nelson that the WVRIFA Board end the Closed Meeting and return to its regular committee meeting at 10:52 a.m. The motion carried. The WVRIFA Board ended the Closed Meeting and returned to its regular meeting.

**8. ADOPTION OF CERTIFICATION OF CLOSED MEETING**

Motion was made by Mr. Chris Dorsey and seconded by Mr. Marc Nelson 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 a 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 7 to 0 as follows:

**Member & Vote**

Luke Campbell - Yes

Richard Caywood – Yes

Megan Baker – Yes

Marc Nelson – Yes

Herbert Berding - Yes

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Chris Dorsey – Yes  
Mayor Brad Grose – Yes

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

**Motion:** by Chris Dorsey to authorize WVRIFA Executive Director, John Hull, to work with legal counsel and the developer to develop and finalize terms amending various project agreements and arrangements consistent with the discussions held in the closed session. The motion further authorized the Executive Director to sign on behalf of the Authority and the Participation Committee, provided the terms remain consistent with the committee's direction. The motion was seconded by Megan Baker.

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

**10. OTHER BUSINESS**

No other business was discussed.

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

The WVRIFA Board of Directors' meeting adjourned at 10:58 a.m.

*Richard W Peters Jr.*

Richard "Pete" Peters, Secretary  
WVRIFA Board of Directors

*John L. Hull*

Attest

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