

WESTERN VIRGINIA REGIONAL INDUSTRIAL FACILITY AUTHORITY

PARTICIPATION COMMITTEE
Wood Haven Road Project

MINUTES

The January meeting of the WVRIFA Participation Committee for the Wood Haven Road Project was held on Friday, January 16, 2026 at 10:00 a.m. at the Roanoke Regional Partnership (Conference Room), 111 Franklin Road SE Ste.333, Roanoke VA.

Note: The January 16th meeting of the WVRIFA Participation Committee and WVRIFA Board were held simultaneously (jointly).

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 Ms. Valmarie Turner), Roanoke City; and Richard Caywood, Roanoke County.

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: Gary Larrowe, Botetourt County; Kyle Rosner, Botetourt County; Megan Baker, Roanoke County; Doug Blount, Roanoke County; Herbert Berding, City of Roanoke; Cody Sexton, Town of Vinton; Danielle Poe (via zoom), Franklin County; Phil North, Roanoke County.

3. ACTION REQUESTED: APPROVAL OF CONSENT AGENDA ITEMS

The following consent agenda items were distributed earlier: (A) January 16, 2026 WVRIFA Participation Committee Meeting Agenda, (B) November 21, 2025 WVRIFA Participation Committee Minutes, and (C) Financial Reports, Ending December 31, 2025.

Motion: by Mr. Marc Nelson to approve consent agenda items (A), (B) and (C). The motion was seconded by Mr. Richard Caywood.

WVRIFA Participation Committee Action: Motion carried.

4. PUBLIC COMMENT PERIOD

ADMINISTERED BY:

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

There were no comments.

5. UPDATE ON CONSTRUCTION PROJECTS

Mr. Tori Williams reported that the drainage improvement project is substantially complete. The project team is awaiting for permit closeout and bond cancellation, which are expected later in the spring once vegetation is established. This project was funded through the Virginia Business Ready Sites Program. Three remittance requests were submitted to the state: the first was received in November, the second has been approved with payment expected by mid-February, and the third is pending.

Tori Williams reported that the interstate boring project to extend water service to the site encountered an obstruction, and engineering remedies are being examined. The timeline for completion has been extended until the end of March and will require approval by the Virginia Department of Transportation.

6. REQUEST FOR CLOSED MEETING

Motion was made by Mr. Richard Caywood that the WVRIFA Participation Committee 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 3 to 0 as follows:

Member & Vote

Marc Nelson – Yes

Chris Dorsey – Yes

Richard Caywood – Yes

The WVRIFA Participation Committee went into a closed meeting at 10:12 a.m.

7. END CLOSED MEETING, RECONVENE REGULAR PARTICIPATION COMMITTEE MEETING

Motion was made by Mr. Richard Caywood and seconded by Mr. Marc Nelson that the WVRIFA Participation Committee end the closed meeting and return to its regular meeting. The motion carried. The Participation Committee ended the closed meeting and returned to its regular joint meeting at 10:34 a.m.

8. ADOPTION OF CERTIFICATION RESOLUTION OF CLOSED MEETING

Motion was made by Mr. Richard Caywood and seconded by Mr. Marc Nelson to adopt the following certification resolution:

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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 a closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, that the WRIFA 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 WVRIFA 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
Richard Caywood – Yes

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

Action by the Western Virginia Industrial Facility Authority:

Motion: by Richard Caywood to authorize WVRIFA Executive Director, John Hull, to negotiate short- and long-term extensions of existing agreements with the developer, consistent with the closed session discussion. The motion was seconded by Chris Dorsey.

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

Member & Vote

Gary Larrowe – Yes
Kyle Rosner – Yes
Danielle Poe – Yes
Richard Caywood – Yes
Megan Baker – Yes
Marc Nelson – Yes
Herbert Berding - Yes
Chris Dorsey – Yes
Cody Sexton – Yes

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10. **OTHER BUSINESS**

No other business was discussed.

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

The WVRIFA Participation Committee Meeting adjourned at 10:39 a.m.



Virginia Mullen, Recording Secretary
WVRIFA Participation Committee

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