



## **Minutes**

**ECONOMIC DEVELOPMENT AUTHORITY OF THE COUNTY OF BEDFORD, VA**  
**Bedford County Administration – Ground Floor Training Room**  
**122 E Main Street**  
**Bedford, VA 24523**  
**April 6, 2023**  
**5:30 p.m.**

### **Economic Development Authority:**

**Present:** David Wells (District 1); Vicki Gardner (District 2); Wyatt Walton (District 3); Matthew Braud (District 4); Kristy Milton (District 5); Jimmy Robertson (District 6); Jim Messier (District 7)

**Staff Present:** Pam Bailey – Economic Development Director; Holley Scheffel – Business Programs Coordinator; Robert Hiss – County Administrator; Patrick Skelley–County Attorney; Trish Luger –Administrative Assistant

**Guests:** Charla Bansley (District 3); Mickey Johnson (District 7)

### **(1) CALL TO ORDER**

Chairman Robertson called the meeting to order at 5:32 p.m.

### **(2) APPROVAL OF AGENDA**

Chairman Robertson called for a motion to approve the agenda as presented.

Mr. Messier moved, seconded by Mr. Braud.

Adopted Unanimously

### **(3) APPROVAL OF MEETING MINUTES – February 2, 2023**

Chairman Robertson asked for a motion to approve the February meeting minutes. Mr. Braud moved, seconded by Mr. Messier

Adopted Unanimously

### **(4) REPORTS**

#### **A. Economic Development Director’s Report**

Ms. Bailey had a follow-up meeting with Supervisor Tuck, Supervisor Johnson, Tourism and Economic Development staff to further discuss the Tourism Zone initiative. Mr. Tuck and Mr. Johnson have asked Tourism staff to reach out to a developer before taking further action with the plan.

Staff is waiting for the performance agreement from the Virginia Economic Development Partnership for the Virginia Business Ready Sites plan grant. This most likely will be added to next year’s budget due to the timing.

The Spring VEDA Conference in Newport News highlighted the importance of business retention and expansion visits, as well as workforce quality and quantity. Projects on the state level are seeing a shift from project work towards manufacturing, but with project size decreasing.

Virginia has a gap of 600,000 people in the number of jobs from where they are trending and where they want to be. The need is to focus on eco system and building upon home grown companies with better talent and infrastructure and organic economic growth. Factors such as moving south and less births are causing shortages.

The Building Capacity & Community Conference in Blacksburg was beneficial. This agritourism conference was a reminder that Bedford County has been successfully doing agritourism for many years.

#### **B. Business Programs Report**

Thirty students from all three area high schools attended the Hospitality and Tourism Industry Tour March 29, hosted by Mariners Landing Resort and Country Club. The Property Manager spoke about managing a 1,200-acre facility. PGA Pro Golfer and Director of the Pro Shop explained the greens, different cuts of grass, and the retail side of the pro shop. Director of Facilities spoke about equipment used on the property and projects he oversees. The Director of HR, Laura Moritz, spoke about the importance of etiquette, resume tips and tricks, advising references and knowing personal information to include.

The April 26 Utilities Tour will include BRWA, Town of Bedford main facility and their solar farm. Career Coaches at both Jefferson Forest and LHS/SHRS are leaving. Directors of School Counseling will then have to take on the assisting the program. These positions are to be posted this summer.

May 4 is Signing Day for BCPS students enlisting in the military and/or have accepted full-time employment in a CTE field.

May 10 is Business Appreciation at ElectricCo Art in Bedford from 5-7 p.m. ElectricCo will be closing their market at the end of the month.

#### **C. Monthly Financial Report**

Nothing out of the ordinary this month. Liberty University has paid the CAM fees since the report was generated. Nanotouch will pay once the building is sold.

#### **D. Monthly Accounts Payable Report – (see Feb. – Mar. bills that have been paid)**

Public Works is currently requesting inquiries for Montvale mowing due to current provider no longer servicing. Suggestions were to inquire with a local farmer or the nearby school.

<b>EDA</b>	
EDA Mileage – Feb/March meeting	\$199.76
<b>Bedford Center</b>	
Town of Bedford Power – CVCC	\$7,916.96
Peaksview Landscaping	\$966.68
BRWA – CVCC	\$307.86
<b>New London</b>	
Southside Electric	\$1,219.24
Peaksview Landscaping	\$2,988.34
<b>Washington Street</b>	
Peaksview Landscaping	\$243.34
<b>TOTAL:</b>	<b>\$13,842.18</b>

**(5) BUDGET**

A. Presentation of FY24 draft budget

Points of Reference:

- Building Repair Maintenance Fund: Suggesting lowering to \$120,000. Discussion to spend \$150,000 (this year's budget) for paving, but time may not allow the expense to be utilized this fiscal year.
- Mowing/Montvale – increased due to excess rain. Subject to change upon updated quotes.
- VBRSP Grant – modified to show Phase 2 match with income of \$63,750 and expenditures of \$127,000.
- Any changes to this draft can be contingent upon the Board of Supervisors County budget approval.

**(6) TOWN OF BEDFORD**

Nothing new to report

**(7) BEDFORD CENTER FOR BUSINESS**

No new updates currently

**(8) MONTVALE CENTER FOR COMMERCE**

The planning department has approved the plats, but the survey company is waiting on BRWA to review them.

**(8) NEW LONDON BUSINESS AND TECHNOLOGY CENTER**

A. Future development and expansion discussion

Charles Parkhurst has been hired to appraise lots 2, 4, 8 & 11. Nanotouch's building is for sale. It's 10,000 sq ft. total with 2500 sq. ft. fully furnished office space and 7,500 sq. ft. of warehouse, manufacturing, and distribution space.

**(9) WASHINGTON STREET PROPERTY**

A. Request for action regarding parking lot paving project

Rough estimate \$261,844. The school divisions are not interested in participating and Board of Supervisors has not been asked to participate. The Town is not participating but has offered to help with trees through a grant. The Beford Rotary may be able to assist with a grant to plant trees along Washington St. and Bridge St. as part of their 100<sup>th</sup> anniversary project. An RFP can be initiated to begin a formal process for repaving and realigning the parking lot. As the lot is used for store customers and employee parking, a request to the County is acceptable. Mr. Walton reiterated using some or all the \$120,000 given by the County for incentives for this project since there are no incentive applications pending. Ms. Bailey will follow up with Wendall Dawson to review discussion/concerns and follow up with Doug to put together a request for bid, reporting back to the EDA at the May 4 meeting.

**(9) OTHER BUSINESS**

A. Request to close out KMR Aviation performance agreement.

Chairman Robertson asked for a motion for KMR to pay \$12,500 (half of agreement) and to close agreement. Mr. Walton moved, seconded by Ms. Milton.

Adopted Unanimously

B. Discuss request for extension or close out of the Custom Truck performance agreement.

Chairman Robertson asked for a motion to close out the agreement for Custom Truck. Mr. Walton moved, seconded by Mr. Wells.

Adopted Unanimously

Discussion followed that due to absence of performance evidence from Custom Truck, Ms. Milton suggested incorporating language into any future agreements stating specifically how and when the evidence is to be provided.

C. Request to close out Neathawk Lumber performance agreement.

Chairman Robertson asked for a motion to close out Neathawk Lumber. Mr. Messier moved, seconded by Mr. Walton.

Adopted Unanimously

D. Request from Source4 for water infrastructure funds

Request is currently denied. Will discuss in the future once more information can be provided about the current investment information is received.

**(10) CLOSED SESSION**

*Closed Session pursuant to Section 2.2-3711 (A) (5). 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.*

*(Related to a prospect for New London)*

Mr. Walton moved, seconded by Mr. Braud to enter into Closed Session.

Adopted Unanimously


Voting Yes: Mrs. Gardner, Mr. Walton, Mr. Braud, Mrs. Milton, Mr. Robertson, Mr. Messier,  
Mr. Wells

Voting No: None

Chairman Robertson called for a motion to adjourn the April 6, 2023, meeting. A motion was made by Mr. Braud and seconded by Mr. Walton to adjourn the meeting.

**Adjournment**

7:01 p.m.

  
Chairman

  
Secretary

