



AGENDA

ECONOMIC DEVELOPMENT AUTHORITY OF THE COUNTY OF BEDFORD, VA
Bedford County Administration – Ground Floor Training Room
122 E Main Street
Bedford, VA 24523
December 7, 2023
5:30 p.m.

- (1) CALL TO ORDER**
- (2) APPROVAL OF AGENDA**
- (3) APPROVAL OF MEETING MINUTES – November 2, 2023**
- (4) FY23 AUDIT PRESENTATION, Brown Edwards**
- (5) REPORTS**
 - A. MTD Income Statement Report
 - B. YTD Budget Report
 - C. Economic Development Director's Report
 - D. Business Programs Report
- (6) TOWN OF BEDFORD**
- (7) BEDFORD CENTER FOR BUSINESS**
 - A. CVCC income and expense review; tree trimming request.
- (8) MONTVALE CENTER FOR COMMERCE**
- (9) NEW LONDON BUSINESS AND TECHNOLOGY CENTER**
 - A. CAM fees discussion; sign cleaning
- (10) WASHINGTON STREET PROPERTY**
 - A. Public Works discussion regarding Elba and adjacent lot
 - B. Authorized Vehicle signs for vacant lot
- (11) OTHER BUSINESS**
 - A. Realtor commission policy



MINUTES
ECONOMIC DEVELOPMENT AUTHORITY OF THE COUNTY OF BEDFORD, VA
Bedford County Administration – Ground Floor Training Room
122 E Main Street
Bedford, VA 24523
November 2, 2023
5:30 p.m.

Economic Development Authority:

Present: David Wells (District 1); Vicki Gardner (District 2); Kristy Milton (District 5); Jimmy Robertson (District 6); Jim Messier (District 7)

Absent: Wyatt Walton (District 3); Matthew Braud (District 4);

Staff Present: Pam Bailey – EDA Director; Holley Scheffel – Business Programs Coordinator; Patrick Skelley – County Attorney; Robert Hiss – County Administrator, Trish Luger – Admin Asst.

(1) CALL TO ORDER

Chairman Robertson called the meeting to order at 5:31 p.m.

(2) APPROVAL OF AGENDA

Chairman Robertson called for a motion to approve the agenda as presented. Mr. Messier moved, seconded by Ms. Gardner.

Adopted Unanimously

(3) APPROVAL OF MEETING MINUTES – September 7, and October 10, 2023

Chairman Robertson called for a motion to approve the September and October meeting minutes. Mr. Messier moved, seconded by Mr. Wells.

Adopted Unanimously

(4) REPORTS

A. Economic Development Director's Report

Ms. Bailey spoke about her meeting today with Georgia-Pacific at the headquarters in Atlanta. It was a very encouraging meeting with positive comments about Bedford County's workforce, the upcoming hotel, and longevity at the Big Island plant.

The Nanotouch building is under contract with a company whose headquarters are in Maine. An appraisal is currently underway, and closing should happen later this month. One-half of the building will be rented short term to an R&D company.

Two planning sessions have been held for the upcoming disc golf tournament.

KMR Aviation was in court on November 10. The company does not dispute owing funds and an upcoming auction will take place and funds can be paid once the building is sold.

Ms. Bailey will be attending the final phase of the OU EDI program next week in Austin, TX and receive her certificate of completion.

B. Business Programs Report

Ms. Scheffel visited Alabama University to attend West Alabama Works. Multiple entities work together to recruit, train, and empower a highly skilled workforce driven by business and industry. This 2-day Career Expo for high school students in all five districts takes place at Shelton State Community College. The LRBA had a similar program in 2019 that was modeled after this event, and they plan to bring it back in 2024. Ms. Scheffel gained knowledge of the Tuscaloosa EMT program and how Bedford County could benefit with the same.

An upcoming Bedford ONE tour in February will offer all AP government students an All-Things Government tour. The Bedford Chamber will be assisting the County with logistics. On October 25, Southern Air and Innerspec Technologies hosted Bedford ONE tours with twenty-four students in attendance. Longwood University hosted a program for aspiring teachers on October 27, of which a dozen students attended. Dr. Locascio, Associate Professor, of Education at Longwood University has requested to speak with students which Ms. Scheffel will orchestrate. The Agri-tour is scheduled for November 29 at Chapel Creek Farms and Little Otter Flower Farm.

Ms. Scheffel recently joined the CVCC CTE Advisory Board and the SML Chamber of Commerce Education Committee.

C. Monthly Financial Report

Ms. Bailey reported no red flags on the report. Finance is working on creating new reports that will be easier to read.

D. Monthly Accounts Payable Report – (see Sept/October bills that have been paid)
Nothing is out of the ordinary in this report.

EDA	
EDA Mileage – September and October meetings	\$199.09
Bedford Center	
Town of Bedford Power – CVCC	\$5,006.69
Peakview Landscaping	\$866.68
BRWA – CVCC	\$341.03
New London	
Southside Electric	\$1,174.00
Peakview Landscaping	\$2,988.34

Washington Street	
Peaksview Landscaping	\$243.34
TOTAL:	\$10,819.17

(5) TOWN OF BEDFORD

Cleanup day at Elba is scheduled for either 12/2/23 or 12/9/23.

(6) BEDFORD CENTER FOR BUSINESS

A. CVCC parking lot entrance paving discussion and approval

Mr. Gatti reached out to Ms. Bailey regarding repairing potholes on the property. It was determined that because it does not impair traffic, maintenance and monitoring of the holes are recommended. A report of expenses since the last lease renewal has been requested.

The duct heater replacement for the HVAC unit was successful.

(7) MONTVALE CENTER FOR BUSINESS

Nothing to report currently.

(8) NEW LONDON BUSINESS AND TECHNOLOGY CENTER

A. Phase 2 master plan presentation and discussion regarding next steps

Ms. Bailey discussed all three exhibits. Ms. Bailey will complete a pre-application with the state. If approved, Ms. Bailey can apply for CIP funds and a grant which is due in January. During that time, she will meet with the BOS and ask for funding so this project can be developed over the next few years. After much discussion, it was determined that Exhibit 2 was the best choice. Chairman Robertson asked for a vote on Exhibit 2 and the consensus was to proceed.

B. Tree replacement discussion and approval

Ms. Bailey discussed replacing dead trees on the property. A quote of \$5,500 to remove the stumps and replace the trees was received from Peaksview Landscaping. A question was asked about the balance in CAM funds and accountability of where the funds are going. It was mentioned that the forestry department could possibly assist with planting trees. Ms. Bailey will provide quotes for pressure washing and sprucing the entrance, which will assist with the CAM fees discussion.

(9) WASHINGTON STREET PROPERTY

The paving of Elba's is complete and grass seed and straw will be put down. Laura Johnson with the Department of Forestry will be visiting later this month. They provided the original grant for updating the corner and there is another grant opportunity to add more trees along the sidewalks and islands.

(10) OTHER BUSINESS

A. Valtim incentive clawback discussion

Mr. Braud & Ms. Bailey had a follow-up meeting with Tim Hamilton. They feel they have successfully completed the first agreement for equipment and maintaining their facility. In the second agreement for \$15,000, they conceded that through extraordinary times, they did not add jobs. They desire to close the first agreement and are asking to pay \$10,000 back for the second agreement.

Mr. Wells moved, seconded by Ms. Milton to maintain the original vote of a \$20,000 clawback. Chairman Robertson asked for a motion to keep the \$20,000 clawback.

Voting yes: Chairman Robertson, Mr. Wells, Ms. Milton

Voting no: Mr. Messier, Ms. Gardner

B. Adult Day Care request for rezoning in Forest Professional Park

A motion was made by Mr. Messier, seconded by Ms. Milton to approve the rezoning request.

Adopted Unanimously

Adjourned

6:59 pm.

**Economic Development Authority
Income Statement
Combined
For The Month Ended November 30, 2023**

	MTD Actual	YTD Actual
Revenues		
Interest On Bank Deposits	\$ -	\$ 1,387.97
BRWA Cell Tower Income	1,326.51	6,632.55
Miscellaneous Revenue	-	17,968.97
Property Rentals-CVCC	-	142,296.00
Property Rentals-East Coast	-	40,426.68
Property Rentals-MBC	-	1,200.00
Property Rentals-Brewery	-	14,606.12
Property Rentals	-	10,200.00
Property Rentals - Belvac	-	86,668.68
Total Revenues	<u>\$ 1,326.51</u>	<u>\$ 321,386.97</u>
Expenses		
Advertising Services	\$ -	\$ 3,433.66
Attorney And Legal Services	-	75.00
Building Repair & Maint Svcs	17,785.00	23,220.27
Building Repair & Maint Svcs	1,900.00	2,376.25
Travel Mileage	85.59	396.47
Food & Meals Non-Travel	-	689.89
Bdone-Food Meals Non Travel	-	29.05
Performance Incentives	30,000.00	30,000.00
Building Repair & Maint Svcs	-	-
CVCC-Bldg Repair & Maint Svcs	-	692.18
Grounds Repair & Maint Svcs	-	966.68
Grounds Repair & Maint Svcs	483.34	966.68
CVCC - Equip Rep & Maint Svcs	27.18	5,463.00
ECOST - Equip Rep & Maint Svcs	-	875.00
CVCC-Electrical Svc Charges	2,595.61	12,818.79
CVCC-Water & Sewer Charges	176.67	797.37
CVCC-Building Materials	-	221.84
VCC-Debt Principal	-	4,096.01
VCC-Debt Interest	-	10,510.11
Building Repair & Maint Svcs	-	250.00
Grounds Repair & Maint Svcs	121.87	487.28
Vista-Building Materials	-	346.50
A & E Services	1,220.00	1,220.00
NLPH2-A & E Services	-	127,500.00
Grounds Repair & Maint Svcs	3,554.17	10,160.86
Electrical Service Charges	589.00	2,961.62
Other Service Charges	-	17.34

Economic Development Authority
Income Statement
Combined
For The Month Ended November 30, 2023

	MTD Actual	YTD Actual
Shell Bldg - Debt Principal	-	34,813.81
Shell Bldg - Debt Interest	-	16,364.15
Total Expenses	<u>\$ 58,538.43</u>	<u>\$ 291,749.81</u>
Net Gain (Loss)	<u><u>\$ (57,211.92)</u></u>	<u><u>\$ 29,637.16</u></u>
Beginning Cash Balance	\$ 2,174,175.53	
Net Gain (Loss)	(57,211.92)	
Less: Accounts Payable	(971.89)	
Less: Cell Tower Rent Rec'd in December	(1,326.51)	
Ending Cash Balance	<u><u>\$ 2,114,665.21</u></u>	

Economic Development Authority
Income Statement
Administration
For The Month Ended November 30, 2023

	MTD Actual	YTD Actual
Revenues		
Interest On Bank Deposits	\$ -	\$ 1,387.97
BRWA Cell Tower Income	1,326.51	6,632.55
Miscellaneous Revenue	-	17,968.97
Total Revenues	<u>\$ 1,326.51</u>	<u>\$ 25,989.49</u>
Expenditures		
Accounting & Auditing Services	-	-
Advertising Services	\$ -	\$ 3,433.66
Attorney And Legal Services	-	75.00
Building Repair & Maint Svcs	17,785.00	23,220.27
Building Repair & Maint Svcs	1,900.00	2,376.25
Travel Mileage	85.59	396.47
Food & Meals Non-Travel	-	689.89
Bdone-Food Meals Non Travel	-	29.05
Bsapp-Food Meals Non Travel	-	-
Performance Incentives	30,000.00	30,000.00
Total Expenditures	<u>\$ 19,770.59</u>	<u>\$ 60,220.59</u>
Net Gain (Loss)	<u><u>\$ (18,444.08)</u></u>	<u><u>\$ (34,231.10)</u></u>

**Economic Development Authority
Income Statement
Bedford Center for Business
For The Month Ended November 30, 2023**

	MTD Actual	YTD Actual
Revenues		
Property Rentals-CVCC	\$ -	\$ 142,296.00
Property Rentals-East Coast	-	40,426.68
Property Rentals-MBC	-	1,200.00
Total Revenues	<u>\$ -</u>	<u>\$ 183,922.68</u>
Expenditures		
CVCC-Bldg Repair & Maint Svcs	\$ -	\$ 692.18
Grounds Repair & Maint Svcs	-	966.68
Grounds Repair & Maint Svcs	483.34	966.68
CVCC - Equip Rep & Maint Svcs	27.18	5,463.00
ECOST - Equip Rep & Maint Svcs	-	875.00
CVCC-Electrical Svc Charges	2,595.61	12,818.79
CVCC-Water & Sewer Charges	176.67	797.37
CVCC-Building Materials	-	221.84
Total Expenditures	<u>\$ 3,282.80</u>	<u>\$ 22,801.54</u>
Net Gain (Loss)	<u><u>\$ (3,282.80)</u></u>	<u><u>\$ 161,121.14</u></u>

**Economic Development Authority
Income Statement
Bedford Brewery
For The Month Ended November 30, 2023**

	MTD Actual	YTD Actual
Revenues		
Property Rentals-Brewery	\$ -	\$ 14,606.12
Total Revenues	<u>\$ -</u>	<u>\$ 14,606.12</u>
Expenditures		
VCC-Debt Principal	\$ -	\$ 4,096.01
VCC-Debt Interest	<u>-</u>	<u>10510.11</u>
Total Expenditures	<u>\$ -</u>	<u>\$ 14,606.12</u>
Net Gain (Loss)	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

Economic Development Authority
Income Statement
Montvale Center for Commerce
For The Month Ended November 30, 2023

	MTD Actual	YTD Actual
Revenues		
Total Revenues	\$ -	\$ -
Expenditures		
Grounds Repair & Maint Svcs	\$ -	\$ -
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>
Net Gain (Loss)	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

**Economic Development Authority
Income Statement
Washington Street
For The Month Ended November 30, 2023**

	MTD Actual	YTD Actual
Revenues		
Property Rentals	\$ -	\$ 10,200.00
Total Revenues	<u>\$ -</u>	<u>\$ 10,200.00</u>
Expenditures		
Building Repair & Maint Svcs	\$ -	\$ 250.00
Grounds Repair & Maint Svcs	121.87	487.28
Vista-Building Materials	-	346.50
Site Improv-Parking Lots/Pavin	-	-
Total Expenditures	<u>\$ 121.87</u>	<u>\$ 1,083.78</u>
Net Gain (Loss)	<u><u>\$ (121.87)</u></u>	<u><u>\$ 9,116.22</u></u>

**Economic Development Authority
Income Statement
New London
For The Month Ended November 30, 2023**

	MTD Actual	YTD Actual
Revenues		
Property Rentals - Belvac	\$ -	\$ 86,668.68
Total Revenues	<u>\$ -</u>	<u>\$ 86,668.68</u>
Expenditures		
A & E Services	\$ 1,220.00	\$ 1,220.00
NLPH2-A & E Services	-	127,500.00
Building Repair & Maint Svcs	-	-
Grounds Repair & Maint Svcs	3,554.17	10,160.86
Electrical Service Charges	589.00	2,961.62
Other Service Charges	-	17.34
Shell Bldg - Debt Principal	-	34,813.81
Shell Bldg - Debt Interest	-	16,364.15
Total Expenditures	<u>\$ 5,363.17</u>	<u>\$ 193,037.78</u>
Net Gain (Loss)	<u><u>\$ (5,363.17)</u></u>	<u><u>\$ (106,369.10)</u></u>

Economic Development Authority
YTD Budget Report
Combined
For The Month Ended November 30, 2023

	Revised Budget	YTD Actual	Available Budget
Revenues			
Interest On Bank Deposits	\$ -	\$ 1,387.97	\$ (1,387.97)
BRWA Cell Tower Income	-	6,632.55	(6,632.55)
Miscellaneous Revenue	-	17,968.97	(17,968.97)
Recovered Costs - Belvac	1,447.59	-	1,447.59
Recovered Costs - Damage Preve	390.41	-	390.41
Recovered Costs - Liberty Univ	2,597.00	-	2,597.00
Recovered Costs - Nanotouch	393.00	-	393.00
Smplm -Recovered Costs - Other	1,061.00	-	1,061.00
Transfer From General Fd	163,055.00	-	163,055.00
Property Rentals-CVCC	142,296.00	142,296.00	-
Property Rentals-East Coast	121,280.00	40,426.68	80,853.32
Property Rentals-MBC	3,600.00	1,200.00	2,400.00
Property Rentals-Brewery	43,818.36	14,606.12	29,212.24
Property Rentals	30,600.00	10,200.00	20,400.00
Property Rentals - Belvac	260,000.00	86,668.68	173,331.32
NI Phase 2-State Grant Revenue	63,750.00	-	63,750.00
Total Revenues	\$ 834,288.36	\$ 321,386.97	\$ 512,901.39
Expenses			
Accounting & Auditing Services	\$ 10,000.00	\$ -	\$ 10,000.00
Advertising Services	6,500.00	3,433.66	3,066.34
Attorney And Legal Services	2,500.00	75.00	2,425.00
Admin Salary -Skilled Services	23,000.00	-	23,000.00
Building Repair & Maint Svcs	150,000.00	23,220.27	126,779.73
Building Repair & Maint Svcs	-	2,376.25	(2,376.25)
Postage And Freight	120.00	-	120.00
Conference & Education	1,500.00	-	1,500.00
Employee Recognition	100.00	-	100.00
Travel Mileage	1,500.00	396.47	1,103.53
General Liability Insurance	654.00	-	654.00
Automobile Liability Insurance	150.00	-	150.00
Property Insurance	10,018.00	-	10,018.00
Boiler And Machinery Insurance	1,264.00	-	1,264.00
Other Financial Insurances	675.00	-	675.00
Public Officials Insurance	182.00	-	182.00
Cyber Risk Insurance	100.00	-	100.00
Office Supplies	500.00	-	500.00
Food & Meals Non-Travel	2,300.00	689.89	1,610.11

Bdone-Food Meals Non Travel	3,000.00	29.05	2,970.95
Bsapp-Food Meals Non Travel	2,500.00	-	2,500.00
Building Repair & Maint Svcs	9,500.00	-	9,500.00
CVCC-Bldg Repair & Maint Svcs	-	692.18	(692.18)
Grounds Repair & Maint Svcs	8,900.00	966.68	7,933.32
Grounds Repair & Maint Svcs	-	966.68	(966.68)
CVCC - Equip Rep & Maint Svcs	31,200.00	5,463.00	25,737.00
ECOST - Equip Rep & Maint Svcs	2,000.00	875.00	1,125.00
CVCC-Electrical Svc Charges	40,000.00	12,818.79	27,181.21
CVCC-Water & Sewer Charges	2,000.00	797.37	1,202.63
CVCC-Building Materials	-	221.84	(221.84)
VCC-Debt Principal	13,035.29	4,096.01	8,939.28
VCC-Debt Interest	30,783.07	10,510.11	20,272.96
Grounds Repair & Maint Svcs	1,600.00	-	1,600.00
Building Repair & Maint Svcs	7,500.00	250.00	7,250.00
Grounds Repair & Maint Svcs	1,500.00	487.28	1,012.72
Vista-Building Materials	-	346.50	(346.50)
Site Improv-Parking Lots/Pavin	200,000.00	-	200,000.00
A & E Services	-	1,220.00	(1,220.00)
NLPH2-A & E Services	127,500.00	127,500.00	-
Building Repair & Maint Svcs	3,102.00	-	3,102.00
Grounds Repair & Maint Svcs	20,000.00	10,160.86	9,839.14
Electrical Service Charges	7,100.00	2,961.62	4,138.38
Other Service Charges	-	17.34	(17.34)
Shell Bldg - Debt Principal	105,420.23	34,813.81	70,606.42
Shell Bldg - Debt Interest	48,113.65	16,364.15	31,749.50
Performance Incentives	-	30,000.00	(30,000.00)
Total Expenses	<u>\$ 875,817.24</u>	<u>\$ 291,749.81</u>	<u>\$ 584,067.43</u>
Net Surplus (Deficit)	<u><u>\$ (41,528.88)</u></u>	<u><u>\$ 29,637.16</u></u>	<u><u>\$ (71,166.04)</u></u>

Economic Development Authority
YTD Budget Report
Administration
For The Month Ended November 30, 2023

	Revised Budget	YTD Actual	Available Budget
Revenues			
Interest On Bank Deposits	\$ -	\$ 1,387.97	\$ (1,387.97)
BRWA Cell Tower Income	-	6,632.55	(6,632.55)
Miscellaneous Revenue	-	17,968.97	(17,968.97)
Recovered Costs - Belvac	1,447.59	-	1,447.59
Recovered Costs - Damage Preve	390.41	-	390.41
Recovered Costs - Liberty Univ	2,597.00	-	2,597.00
Recovered Costs - Nanotouch	393.00	-	393.00
Smplm -Recovered Costs - Other	1,061.00	-	1,061.00
Transfer From General Fd	163,055.00	-	163,055.00
Total Revenues	<u>\$ 168,944.00</u>	<u>\$ 25,989.49</u>	<u>\$ 142,954.51</u>
Expenditures			
Accounting & Auditing Services	\$ 10,000.00	\$ -	\$ 10,000.00
Advertising Services	6,500.00	3,433.66	3,066.34
Attorney And Legal Services	2,500.00	75.00	2,425.00
Admin Salary -Skilled Services	23,000.00	-	23,000.00
Building Repair & Maint Svcs	150,000.00	23,220.27	126,779.73
Building Repair & Maint Svcs	-	2,376.25	(2,376.25)
Postage And Freight	120.00	-	120.00
Conference & Education	1,500.00	-	1,500.00
Employee Recognition	100.00	-	100.00
Travel Mileage	1,500.00	396.47	1,103.53
General Liability Insurance	654.00	-	654.00
Automobile Liability Insurance	150.00	-	150.00
Property Insurance	10,018.00	-	10,018.00
Boiler And Machinery Insurance	1,264.00	-	1,264.00
Other Financial Insurances	675.00	-	675.00
Public Officials Insurance	182.00	-	182.00
Cyber Risk Insurance	100.00	-	100.00
Office Supplies	500.00	-	500.00
Food & Meals Non-Travel	2,300.00	689.89	1,610.11
Bdone-Food Meals Non Travel	3,000.00	29.05	2,970.95
Bsapp-Food Meals Non Travel	2,500.00	-	2,500.00
Performance Incentives	-	30,000.00	(30,000.00)
Total Expenditures	<u>\$ 216,563.00</u>	<u>\$ 60,220.59</u>	<u>\$ 156,342.41</u>
Net Surplus (Deficit)	<u><u>\$ (47,619.00)</u></u>	<u><u>\$ (34,231.10)</u></u>	<u><u>\$ (13,387.90)</u></u>

**Economic Development Authority
YTD Budget Report
Bedford Center for Business
For The Month Ended November 30, 2023**

	Revised Budget	YTD Actual	Available Budget
Revenues			
Property Rentals-CVCC	\$ 142,296.00	\$ 142,296.00	\$ -
Property Rentals-East Coast	121,280.00	40,426.68	80,853.32
Property Rentals-MBC	3,600.00	1,200.00	2,400.00
Total Revenues	<u>\$ 267,176.00</u>	<u>\$ 183,922.68</u>	<u>\$ 83,253.32</u>
Expenditures			
Building Repair & Maint Svcs	\$ 9,500.00	\$ -	\$ 9,500.00
CVCC-Bldg Repair & Maint Svcs	-	692.18	(692.18)
Grounds Repair & Maint Svcs	8,900.00	966.68	7,933.32
Grounds Repair & Maint Svcs	-	966.68	(966.68)
CVCC - Equip Rep & Maint Svcs	31,200.00	5,463.00	25,737.00
ECOST - Equip Rep & Maint Svcs	2,000.00	875.00	1,125.00
CVCC-Electrical Svc Charges	40,000.00	12,818.79	27,181.21
CVCC-Water & Sewer Charges	2,000.00	797.37	1,202.63
CVCC-Building Materials	-	221.84	(221.84)
Total Expenditures	<u>\$ 93,600.00</u>	<u>\$ 22,801.54</u>	<u>\$ 70,798.46</u>
Net Surplus (Deficit)	<u><u>\$ 173,576.00</u></u>	<u><u>\$ 161,121.14</u></u>	<u><u>\$ 12,454.86</u></u>

**Economic Development Authority
YTD Budget Report
Bedford Brewery
For The Month Ended November 30, 2023**

	Revised Budget	YTD Actual	Available Budget
Revenues			
Property Rentals-Brewery	\$ 43,818.36	\$ 14,606.12	\$ 29,212.24
Total Revenues	<u>\$ 43,818.36</u>	<u>\$ 14,606.12</u>	<u>\$ 29,212.24</u>
Expenditures			
VCC-Debt Principal	\$ 13,035.29	\$ 4,096.01	\$ 8,939.28
VCC-Debt Interest	30,783.07	10510.11	20,272.96
Total Expenditures	<u>\$ 43,818.36</u>	<u>\$ 14,606.12</u>	<u>\$ 29,212.24</u>
Net Surplus (Deficit)	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

**Economic Development Authority
YTD Budget Report
Montvale Center for Commerce
For The Month Ended November 30, 2023**

	Revised Budget	YTD Actual	Available Budget
Revenues			
Total Revenues	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenditures			
Grounds Repair & Maint Svcs	<u>\$ 1,600.00</u>	<u>\$ -</u>	<u>\$ 1,600.00</u>
Total Expenditures	<u>\$ 1,600.00</u>	<u>\$ -</u>	<u>\$ 1,600.00</u>
Net Surplus (Deficit)	<u><u>\$ 1,600.00</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 1,600.00</u></u>

**Economic Development Authority
YTD Budget Report
New London
For The Month Ended November 30, 2023**

	Revised Budget	YTD Actual	Available Budget
Revenues			
Property Rentals - Belvac	\$ 260,000.00	\$ 86,668.68	\$ 173,331.32
Nl Phase 2-State Grant Revenue	63,750.00	-	63,750.00
Total Revenues	<u>\$ 323,750.00</u>	<u>\$ 86,668.68</u>	<u>\$ 237,081.32</u>
Expenditures			
A & E Services	\$ -	\$ 1,220.00	\$ (1,220.00)
NLPH2-A & E Services	127,500.00	127,500.00	-
Building Repair & Maint Svcs	3,102.00	-	3,102.00
Grounds Repair & Maint Svcs	20,000.00	10,160.86	9,839.14
Electrical Service Charges	7,100.00	2,961.62	4,138.38
Other Service Charges	-	17.34	(17.34)
Shell Bldg - Debt Principal	105,420.23	34,813.81	70,606.42
Shell Bldg - Debt Interest	48,113.65	16,364.15	31,749.50
Total Expenditures	<u>\$ 311,235.88</u>	<u>\$ 193,037.78</u>	<u>\$ 118,198.10</u>
Net Surplus (Deficit)	<u><u>\$ 12,514.12</u></u>	<u><u>\$ (106,369.10)</u></u>	<u><u>\$ 118,883.22</u></u>

**Economic Development Authority
YTD Budget Report
Washington Street
For The Month Ended November 30, 2023**

	Revised Budget	YTD Actual	Available Budget
Revenues			
Property Rentals	\$ 30,600.00	\$ 10,200.00	\$ 20,400.00
Total Revenues	<u>\$ 30,600.00</u>	<u>\$ 10,200.00</u>	<u>\$ 20,400.00</u>
Expenditures			
Building Repair & Maint Svcs	\$ 7,500.00	\$ 250.00	\$ 7,250.00
Grounds Repair & Maint Svcs	1,500.00	487.28	1,012.72
Vista-Building Materials	-	346.50	(346.50)
Site Improv-Parking Lots/Pavin	200,000.00	-	200,000.00
Total Expenditures	<u>\$ 209,000.00</u>	<u>\$ 833.78</u>	<u>\$ 207,916.22</u>
Net Surplus (Deficit)	<u><u>\$ (178,400.00)</u></u>	<u><u>\$ 9,366.22</u></u>	<u><u>\$ (187,516.22)</u></u>



BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY

Agenda Item Summary

AGENDA ITEM # 7A

MEETING DATE: December 7, 2023

MEETING TYPE: Regular Meeting

ITEM TITLE: CVCC expenses review and tree trimming request

SUMMARY

At the last EDA meeting the EDA requested a list of expense related to the CVCC building in Bedford Center.

Since July of 2020, the EDA has received \$569,184 in rent from CVCC. They are in their fourth year of their 5-year lease ending on June 30, 2025.

Since July of 2020, the EDA has paid \$184,351.77 in expenses at the building including power and water expenses, and building repair and maintenance, etc.

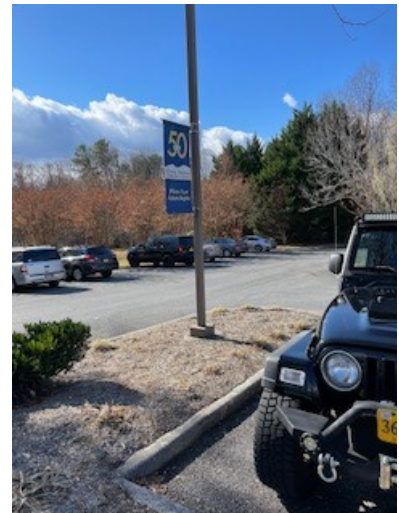
CVCC's latest request is to trim trees and remove overgrowth around light poles in the parking lot so they can hang banners on them. (A total of 8 banners featuring students). The cost for this trimming work is \$300.00.

ATTACHMENTS

Expense reports since July 2020.

ACTION

Review request and approve or deny.



ORG	OBJ	PROJ	ACCOUNT DESC	YR	PR	JNL	EFF DATE	SRC	REF1	REF2	COMMENT	JOURNAL AMOUNT	NET LEDGER BALANCE
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		21	9 796	03/02/21	API	001395		Brown Exterminating Co	80.00	42,026.85
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		21	11 808	05/02/21	API	001395		Brown Exterminating Co	80.00	42,106.85
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		21	12 588	06/22/21	API	000536		CONTRACT# 64298124	476.25	42,583.10
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	1 982	07/02/21	APM	001395		Brown Exterminating Co	80.00	80.00
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	2 1048	08/02/21	APM	001395		Brown Exterminating Co	80.00	160.00
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	2 1092	08/30/21	APM	001756		SECURITY SERV 9/1/21--8/31/202	325.00	485.00
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	2 1093	08/17/21	APM	000537		QTRLY TEST & INSPECTION FIRE P	476.25	961.25
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	3 1147	09/02/21	APM	001395		Brown Exterminating Co	80.00	1,041.25
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	4 762	10/18/21	API	000298		DHE JOB # VS21075C	2,102.66	3,143.91
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	4 1103	10/02/21	APM	001395		Brown Exterminating Co	80.00	3,223.91
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	5 555	11/15/21	API	000536		CONTRACT 64298124	476.25	3,700.16
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	5 858	11/02/21	API	001395		Brown Exterminating Co	80.00	3,780.16
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	6 892	12/02/21	API	001395		Brown Exterminating Co	80.00	3,860.16
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	7 979	01/02/22	API	001395		Brown Exterminating Co	80.00	3,940.16
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	8 369	02/07/22	API	000536		64298124	476.25	4,416.41
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	8 950	02/02/22	API	001395		Brown Exterminating Co	80.00	4,496.41
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	9 947	03/02/22	API	001395		Brown Exterminating Co	80.00	4,576.41
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	10 426	04/11/22	API	000419		Annual Fire Ext. Inspection	34.00	4,610.41
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	10 1007	04/02/22	API	001395		Brown Exterminating Co	80.00	4,690.41
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	11 891	05/02/22	API	001395		Brown Exterminating Co	80.00	4,770.41
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	12 716	06/13/22	API	000536		22900983	476.25	5,246.66
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		22	12 962	06/02/22	API	001395		Brown Exterminating Co	80.00	5,326.66
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	1 935	07/02/22	API	001395		Brown Exterminating Co	80.00	80.00
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	2 317	08/08/22	API	000536		88954451- CVCC	1,417.75	1,497.75
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	2 317	08/08/22	API	000536		88952277 - CVCC	10.07	1,507.82
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	2 954	08/12/22	API	000536		Inv. 23062603/Qrtly. Test & In	476.25	1,984.07
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	2 1064	08/02/22	API	001395		Brown Exterminating Co	80.00	2,064.07
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	3 871	09/27/22	API	001756		Inv. #609886/Security Monitori	325.00	2,389.07
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	3 954	09/02/22	API	001395		Brown Exterminating Co	80.00	2,469.07
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	4 869	10/14/22	API	000536		SERV REQ 52452704	514.40	2,983.47
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	4 1035	10/17/22	API	000535		Inv. 8033/Locate and dig sewer	1,500.00	4,483.47
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	4 1062	10/02/22	API	001395		Brown Exterminating Co	80.00	4,563.47
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	5 1137	11/02/22	API	001395		Brown Exterminating Co	80.00	4,643.47
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	5 1142	11/30/22	API	000537		CONTRACT 64298124	476.25	5,119.72
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	6 1055	12/02/22	API	001395		Brown Exterminating Co	80.00	5,199.72
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	7 1404	01/02/23	API	001395		Brown Exterminating Co	80.00	5,279.72
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	9 1472	03/02/23	API	001395		Dodson Bros Lynchburg	80.00	5,359.72
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	10 1166	04/02/23	API	001395		Dodson Bros Lynchburg	80.00	5,439.72
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	11 950	05/23/23	API	000419		ANNUAL EXTINGUISHER INSPECTION	56.00	5,495.72
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		23	11 1134	05/02/23	API	001395		Dodson Bros Lynchburg	80.00	5,575.72
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		24	1 1100	07/02/23	API	001395		Dodson Bros Lynchburg	80.00	80.00
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		24	2 1123	08/02/23	API	001395		Dodson Bros Lynchburg	80.00	160.00
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		24	3 851	09/26/23	API	001756		Monitoring -CVCC	325.00	485.00
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		24	3 1128	09/02/23	API	001395		Dodson Bros Lynchburg	80.00	565.00
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		24	4 1104	10/02/23	API	001395		Lowes #02809*	47.18	612.18
565615	531410	CVCC	CVCC-BLDG REPAIR & MAINT SVCS		24	4 1104	10/02/23	API	001395		Dodson Bros Lynchburg	80.00	692.18
												12,230.81	
565615	531420	CVCC	GROUNDS REPAIR & MAINT SVCS		23	5 1141	11/18/22	API	000535		INV# 8199-Bedford County-CVCC	350.00	350.00
565615	531420	CVCC	GROUNDS REPAIR & MAINT SVCS		23	12 1059	06/02/23	API	001395		Dodson Bros Lynchburg	80.00	430.00
565615	531420	CVCC	GROUNDS REPAIR & MAINT SVCS		24	4 255	10/11/23	API	000414		Lawn maintenance BC4B & Elba	483.34	483.34
565615	531420	CVCC	GROUNDS REPAIR & MAINT SVCS		24	5 433	11/14/23	API	000414		BC4B Lawn Maintenance	483.34	966.68

										1,396.68	
565615	531430	CVCC	CVCC - EQUIP REP& MAINT SVCS	22	1 1052	07/09/21	APM	001786	CUST# 75039 CONTRACT# ROA679	5,150.00	5,150.00
565615	531430	CVCC	CVCC - EQUIP REP& MAINT SVCS	22	2 1094	08/31/21	APM	001786	CUST# 75039 REPAIR LABOR SERV	748.00	5,898.00
565615	531430	CVCC	CVCC - EQUIP REP& MAINT SVCS	22	6 1052	12/21/21	APM	001786	ACCT# 2705440 CVCC REPAIR/INST	246.00	6,144.00
565615	531430	CVCC	CVCC - EQUIP REP& MAINT SVCS	22	6 1053	12/06/21	APM	001786	INTERNAL ACCT# 2705440 CUST	3,291.00	9,435.00
565615	531430	CVCC	CVCC - EQUIP REP& MAINT SVCS	22	8 1026	02/18/22	APM	001786	Cust # 75039	553.50	9,988.50
565615	531430	CVCC	CVCC - EQUIP REP& MAINT SVCS	22	10 1099	04/11/22	APM	000419	March annual Fire Ext. Ins.	16.00	10,004.50
565615	531430	CVCC	CVCC - EQUIP REP& MAINT SVCS	23	1 629	07/18/22	API	001786	Scheduled Maint. Insp. for Bed	5,304.00	5,304.00
565615	531430	CVCC	CVCC - EQUIP REP& MAINT SVCS	23	6 871	12/22/22	API	001786	INV # 313206125-Repair	1,015.00	6,319.00
565615	531430	CVCC	CVCC - EQUIP REP& MAINT SVCS	23	6 1086	12/22/22	API	001786	INV # 313204217-Repair	953.39	7,272.39
565615	531430	CVCC	CVCC - EQUIP REP& MAINT SVCS	24	2 638	08/15/23	API	001786	90216/Scheduled maintenance	5,435.82	5,435.82
565615	531430	CVCC	CVCC - EQUIP REP& MAINT SVCS	24	5 110	11/03/23	API	001786	2705440-Short pay	27.18	5,463.00
										22,739.89	
565615	531510	CVCC	POSTAGE AND FREIGHT	23	6 1086	12/22/22	API	001786	INV # 313204217-Repair	15.00	15.00
										15.00	
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	21	10 178	04/02/21	API	001069	107549 - CVCC Power	3,419.34	21,083.80
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	21	11 190	05/05/21	API	001069	00107549-00	3,082.24	24,166.04
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	22	1 1054	07/09/21	APM	001069	ACCT# 00107549-00	2,722.23	2,722.23
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	22	2 1095	08/04/21	APM	001069	ACCT# 00107549-00 SERV 6/25-7	2,745.43	5,467.66
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	22	3 1191	09/14/21	APM	001069	ACCT #. 00107549-00	2,922.93	8,390.59
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	22	4 1208	10/13/21	APM	001069	ACCT# 00107549-00 SERV 8/25-9	2,828.02	11,218.61
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	22	5 967	11/05/21	APM	001069	ACCT# 00107549-00 SERV 09/27-	2,498.91	13,717.52
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	22	6 1055	12/10/21	APM	001069	ACCT# 00107549-00 SERV 10/25/	3,434.85	17,152.37
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	22	7 1133	01/05/22	APM	001069	CUST # 00107549-00 SERV 11/29-	3,718.15	20,870.52
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	22	8 191	02/02/22	API	001069	00107549-00	3,919.22	24,789.74
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	22	9 438	03/07/22	API	001069	00107549-00	4,261.16	29,050.90
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	22	10 229	04/04/22	API	001069	7549-0422	3,111.73	32,162.63
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	22	11 151	05/02/22	API	001069	7549-0522	3,157.51	35,320.14
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	22	12 354	06/06/22	API	001069	7549-0622	2,862.80	38,182.94
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	23	1 629	07/18/22	API	001069	Acct. #00107549-00	2,924.04	2,924.04
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	23	2 120	08/03/22	API	001069	Acct. 00107549-00/CVCC Power B	2,673.51	5,597.55
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	23	3 290	09/06/22	API	001069	Acct. #00107549-00	2,876.20	8,473.75
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	23	4 629	10/03/22	API	001069	Inv. #7549-1022/Power for CVCC	2,572.12	11,045.87
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	23	4 1035	10/17/22	API	001069	Inv#7549-1122/CVCC power	3,081.81	14,127.68
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	23	8 485	02/03/23	API	001069	7549-0223	4,301.42	18,429.10
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	23	8 485	02/03/23	API	001069	7549-1222	4,368.37	22,797.47
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	23	12 100	06/05/23	API	001069	00107549-00	2,568.79	25,366.26
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	24	1 202	07/07/23	API	001069	00107549-00	2,753.80	2,753.80
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	24	2 174	08/01/23	API	001069	00107549-00	2,462.69	5,216.49
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	24	3 142	09/05/23	API	001069	00107549-00	2,607.70	7,824.19
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	24	4 236	10/02/23	API	001069	00107549-00	2,398.99	10,223.18
565615	551110	CVCC	CVCC-ELECTRICAL SVC CHARGES	24	5 419	11/08/23	API	001069	00107549-00	2,595.61	12,818.79
										82,869.57	
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	21	11 737	05/24/21	API	000120	00510662-01	109.45	993.49
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	22	1 653	07/21/21	API	000120	ACCT# 00510662-01	114.89	114.89
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	22	2 832	08/23/21	API	000120	ACCT# 00510662-01 CVCC SERV	114.52	229.41
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	22	3 640	09/22/21	API	000120	ACCT# 00510662-01 SERV 8/3/21	122.16	351.57
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	22	4 1209	10/29/21	APM	000120	ACCT# 00510662-01 BEDFORD EDA	132.97	484.54
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	22	5 968	11/29/21	APM	000120	ACCT# 00510662-01 10/4-11/3/2	131.06	615.60
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	22	6 1056	12/27/21	APM	000120	ACCT# 0510662-01 SERV 11/3-12/	129.26	744.86
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	22	8 673	02/22/22	API	000120	6201 02-15-22	128.72	873.58
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	22	8 1027	02/07/22	APM	000120	0051066201	121.82	995.40

565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	22	9 908	03/25/22	API	000120	6201-0322	134.37	1,129.77
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	22	10 970	04/18/22	API	000120	6201-0422	130.61	1,260.38
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	22	11 665	05/17/22	API	000120	6201-0522	138.63	1,399.01
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	23	1 33	07/01/22	API	000120	ACCOUNT # 0051066201	121.59	121.59
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	23	1 802	07/27/22	API	000120	0051066201	140.02	261.61
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	23	2 954	08/12/22	API	000120	Account #0051066201	122.25	383.86
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	23	3 871	09/27/22	API	000120	Inv. 6201-0922/CVCC Water	150.55	534.41
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	23	4 1035	10/17/22	API	000120	Inv. #6201-1022/BRWA bill for	159.20	693.61
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	23	5 951	11/28/22	API	000120	INV # 6201-1122	153.09	846.70
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	23	6 871	12/22/22	API	000120	INV # 6201-1222	154.27	1,000.97
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	23	7 1147	01/23/23	API	000120	6201-0123	133.77	1,134.74
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	23	8 1380	02/23/23	API	000120	0051066201	154.06	1,288.80
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	23	9 898	03/20/23	API	000120	0051066201	153.80	1,442.60
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	23	10 735	04/21/23	API	000120	0051066201	146.37	1,588.97
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	23	11 924	05/22/23	API	000120	0051066201	148.79	1,737.76
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	23	12 737	06/22/23	API	000120	0051066201	129.99	1,867.75
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	23	12 1248	06/30/23	API	000120	0051066201	144.67	2,012.42
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	23	12 1303	06/30/23	GNI	APRVSE	RCLS AP JOURNAL 2023-12-1248	-144.67	1,867.75
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	24	1 1226	07/06/23	GNI	AP PAY	C-FY23-PAY RCLS AP JOURNAL 2023-12-1248	144.67	144.67
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	24	2 637	08/21/23	API	000120	0051066201	135.00	279.67
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	24	3 851	09/26/23	API	000120	0051066201	161.84	441.51
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	24	4 983	10/25/23	API	000120	0051066201	179.19	620.70
565615	551130	CVCC	CVCC-WATER & SEWER CHARGES	24	5 537	11/17/23	API	000120	0051066201	176.67	797.37
										4,173.58	
565615	561510	CVCC	CVCC-BUILDING MATERIALS	22	8 950	02/02/22	API	001395	Lowes #02809*	14.98	14.98
565615	561510	CVCC	CVCC-BUILDING MATERIALS	22	9 947	03/02/22	API	001395	Lowes #02809*	11.12	26.10
565615	561510	CVCC	CVCC-BUILDING MATERIALS	22	9 947	03/02/22	API	001395	Batteries Plus #0554	172.73	198.83
565615	561510	CVCC	CVCC-BUILDING MATERIALS	22	10 1007	04/02/22	API	001395	Lowes #02809*	22.92	221.75
565615	561510	CVCC	CVCC-BUILDING MATERIALS	23	3 954	09/02/22	API	001395	Lowes #02809*	16.44	16.44
565615	561510	CVCC	CVCC-BUILDING MATERIALS	23	4 1062	10/02/22	API	001395	Lowes #02809*	13.98	30.42
565615	561510	CVCC	CVCC-BUILDING MATERIALS	23	7 1404	01/02/23	API	001395	Lowes #02809*	-16.40	14.02
565615	561510	CVCC	CVCC-BUILDING MATERIALS	23	7 1404	01/02/23	API	001395	Lowes #02809*	16.40	30.42
565615	561510	CVCC	CVCC-BUILDING MATERIALS	23	7 1404	01/02/23	API	001395	Bowmans Locksmith Co	10.00	40.42
565615	561510	CVCC	CVCC-BUILDING MATERIALS	24	1 1100	07/02/23	API	001395	Lowes #02809*	82.70	82.70
565615	561510	CVCC	CVCC-BUILDING MATERIALS	24	3 1128	09/02/23	API	001395	Lowes #02809*	139.14	221.84
										484.01	



BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY

Agenda Item Summary

AGENDA ITEM # 9A

MEETING DATE: December 7, 2023

MEETING TYPE: Regular Meeting

ITEM TITLE: New London Phase 2 CAM fees review

SUMMARY

Current CAM fees:

Lot	Company	Acreage	% of Lot to Total	Maintenance Cost	Cost/acre	Admin Fee %	Maint Cost Per Month	Cost per year
1	Liberty University	28.00	0.10453	\$1,800.00	\$188.16	0.15	\$216.38	\$2,596.58
2		12.05	0.04499	\$1,800.00	\$80.98	0.15	\$93.12	\$1,117.46
3A	Nanotouch	4.24	0.01583	\$1,800.00	\$28.49	0.15	\$32.77	\$393.20
3B	Damage Prevention	4.21	0.01572	\$1,800.00	\$28.29	0.15	\$32.53	\$390.41
4		24.10	0.08997	\$1,800.00	\$161.95	0.15	\$186.24	\$2,234.91
5		13.83	0.05163	\$1,800.00	\$92.94	0.15	\$106.88	\$1,282.53
6	Simplimatic	11.44	0.04271	\$1,800.00	\$76.88	0.15	\$88.41	\$1,060.89
7	Belvac	15.61	0.05828	\$1,800.00	\$104.90	0.15	\$120.63	\$1,447.59
8		12.43	0.04640	\$1,800.00	\$83.53	0.15	\$96.06	\$1,152.70
9		20.67	0.07717	\$1,800.00	\$138.90	0.15	\$159.74	\$1,916.83
10A		10.00	0.03733	\$1,800.00	\$67.20	0.15	\$77.28	\$927.35
10B		14.34	0.05354	\$1,800.00	\$96.36	0.15	\$110.82	\$1,329.82
11		13.06	0.04876	\$1,800.00	\$87.76	0.15	\$100.93	\$1,211.12
12A		7.52	0.02807	\$1,800.00	\$50.53	0.15	\$58.11	\$697.37
12B		8.11	0.03028	\$1,800.00	\$54.50	0.15	\$62.67	\$752.08
13		19.66	0.07340	\$1,800.00	\$132.11	0.15	\$151.93	\$1,823.17
14		48.59	0.18140	\$1,800.00	\$326.52	0.15	\$375.50	\$4,505.99
Total		267.86						\$24,840.00

The current budget includes about \$30K in expenses for SEC and Peakview Landscaping costs.

Additional expenses to consider ahead of the disc golf tournament in August include:

- Tree replacement (grant pending)
- Entrance signs clean up and repair (stucco) – cost is \$2,650 - \$3,000
- Pressure wash the stone on the Belvac building - cost is approx. \$1,200
- Other?

DISCUSSION

The EDA can consider raising CAM fees to cover those costs and/or raising fees to go beyond the typical expenses to have funding for other capital improvement projects for site development and improvements.

Move forward with sign repair and cleaning? Other?



BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY

Agenda Item Summary

AGENDA ITEM # 10B

MEETING DATE: December 7, 2023

MEETING TYPE: Regular Meeting

ITEM TITLE: Authorized Vehicle/**No parking** signs for vacant lot

SUMMARY

Recently, we have seen an increase of derelict vehicles being parked up the hill behind Elba. We enlisted the Town's help to have them removed from the premises. There is currently no signage that indicates that this parking lot is for authorized vehicles only. The goal is to reduce the misuse of the parking lot.

STAFF RECOMMENDATION

See attached for suggested signage and pricing.

Place 2 signs at each entrance to the top parking area.

OPTION 1



No Parking Sign, Violators
Will be Towed 12 x 18
Inches, Rust Free .040
Aluminum, Fade Resistant,
Reflective, Made in USA by
Sigo Signs
PRICE = \$26.99
3 units = \$24.70 each

OPTION 2



Reserved Parking Sign, Custom No Parking
Sign for Parking Lots, Businesses and
Schools, 12x18 Inches, Outdoor Rust Free
.063 Aluminum, Fade/Weather Resistant,
Made in USA by Sigo Signs
PRICE = \$31.95

OPTION 3



No Parking with Property
Owner's Permission Sign, 2-
Pack 12" x 18" .040 Rust Free
Reflective Sheeting Aluminum
Warning Sign, UV Protected
and Weatherproof, Durable
Ink, Easy to Install, Indoor/
Outdoors Use.
PRICE = \$25.99

The Public Works Department recommends 12" x 18" for legibility purposes.



BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY

Agenda Item Summary

AGENDA ITEM # 11A

MEETING DATE: December 7, 2023

MEETING TYPE: Regular Meeting

ITEM TITLE: Real Estate Commission policy

SUMMARY

In the past the EDA has discussed paying commission to realtors for EDA-owned property, but no formal policy has been written.

A suggested policy could be written as:

The Economic Development Authority of Bedford County agrees to pay a commission of 3 - 6% of the selling price before incentives to the selling agent who procures a buyer that results in a sale of EDA owned land and/or buildings.

STAFF RECOMMENDATION

Develop a written policy and include it on the website and on property fliers.