



## MINUTES

**ECONOMIC DEVELOPMENT AUTHORITY OF THE COUNTY OF BEDFORD, VA**  
**Bedford County Administration – Ground Floor Training Room**  
**122 E Main Street**  
**Bedford, VA 24523**  
**December 5, 2024**  
**5:30 p.m.**

### **Economic Development Authority:**

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

**Absent:** Kristy Milton (District 5)

**Staff Present:** Pam Armstrong, Economic Development Director; Robert Hiss, County Administrator; Lauren Thurston, Business Programs Coordinator; Patrick Skelley, County Attorney; Doug Coffman, Public Works Director; Ashley Anderson, Finance Director

**Guests:** Mickey Johnson, Charla Bansley, Hailey Fox - Brown Edwards

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

Chairman Walton called the meeting to order at 5:30 p.m.

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

Chairman Walton asked for a motion to accept the amended agenda. Mr. Messier moved, seconded by Ms. Gardner.

Adopted Unanimously

### **(3) APPROVAL OF MEETING MINUTES – November 7, 2024**

Chairman Walton asked for a motion to approve the November 7, 2024, minutes.

Mr. Messier moved, seconded by Mr. Robertson.

Adopted Unanimously

### **(4) FY24 AUDIT PRESENTATION, Hailey Fox – Brown Edwards**

The EDA received a clean audit opinion for FY 2024 and has remained consistent with no number fluctuations and no concerns.

### **(5) REPORTS**

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

The tree and shrub planting project has been completed, and a report has been submitted. A check for \$12,700 was received today from the Virginia Department of Forestry for the Virginia Trees for Clean Water grant.

Mr. Hiss, Mr. Tuck, and Ms. Armstrong recently visited Solarix to preview progress since the buyout of the TEVA building. They are interested in partnering with the County, Liberty University, and public schools, as well as offer a portion of their facility for tactical training

purposes for the Sheriff's department. An expansion of 400,000 sq. ft. on the property has been discussed. A ribbon cutting is desired in the 4<sup>th</sup> quarter of 2025.

Ms. Armstrong attended the Strategic Planning Session for the Tobacco Regional Revitalization Commission. The EDA has benefited from receiving funding from them over the past decade and beyond.

**B. Business Programs Report**

The November Bedford ONE tour featured students from all three high schools. They toured Southern Air, and then enjoyed a Chipotle lunch at the company's offices, courtesy of the EDA, while hearing from the company president about training and apprenticeship opportunities. Following lunch, the students then traveled to AMG to learn about career pathways there. Two back-to-back tours are scheduled for January.

Two local companies received recognition from the Virginia Department of Aging and Rehabilitative Services. Intercon in Forest was awarded the DARS Statewide Business Champion of Disability for its outstanding commitment to inclusive hiring. Sam Moore in Bedford received the Local Business Champion of Disability award for their dedication to hiring DARS participants.

All Childcare Grant Agreements have been signed and returned, and the School Zone has started their playground enhancements.

Future Bedford ONE Tours are being finalized and our Q4 newsletter summarizing past events and upcoming activities was released.

Ms. Thurston was accepted into the 2025 Leadership Academy at Smith Mountain Lake.

In January, a meeting will be held with Tim Saunders and the principal of SRHS to plan a job fair for March.

**C. Monthly Financial Report**

Per Ms. Anderson, things are on target as expected. However, the reports in the packet do not match what Ms. Armstrong originally sent due to a posting backlog.

Interest rates are being closely monitored. The latest interest rate in the investment account is 4.85%, down from 5.03%, which equates to an approximate monthly impact of \$400. Ms.

Anderson requested that the Treasurer transfer \$17k from the operating account to the investment account to offset the decrease in the rate.

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

EDA	
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EDA Mileage –	\$114.39
<b>Bedford Center</b>	
Town of Bedford Power – CVCC	\$2,724.55
Peaksview Landscaping	\$503.00
BRWA	\$173.06
<b>New London</b>	
Southside Electric	\$605.50
Peaksview Landscaping (\$4,500 for the new trees and shrubs from grant)	\$6,053.94
<b>Washington Street</b>	
Peaksview Landscaping (\$6,000 for the new trees and shrubs from grant)	\$6,224.00
<b>TOTAL:</b>	<b>\$16,398.44</b>

**(6) TOWN OF BEDFORD**

The Joint Town and County EDA meeting is scheduled for April 1, 2025.

The hotel in town is obtaining dirt from the church next door due to changes in the building's footprint caused by the addition of suites, which has resulted in another project delay. Coleman-Adams Construction & Jamerson-Lewis Construction were mentioned for additional dirt resources.

**(7) BEDFORD CENTER FOR BUSINESS**

The CVCC lease will be discussed during a closed session.

**(8) MONTVALE CENTER FOR COMMERCE**

Currently waiting on the property to close.

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

**A. Consideration of new exterior lighting and installation at Belvac**

New exterior lighting was added to match what is currently in place, although the new fixtures are failing. Foster Electric provided a price of around \$10k to replace all the exterior lights. The manufacturer's warranty will be reviewed.

Mr. Messier made a motion to authorize the replacement lights, seconded by Mr. Wells.

Adopted Unanimously

**B. Review and approval of disc golf course layout revisions**

Upon project completion, a new drawing will be created to be used on signage and other materials. The County Parks & Recreation staff will maintain the grounds and manage tree cutting.

Chairman Walton asked for a motion to authorize and execute the new MOU. Mr. Braud moved, seconded by Mr. Robertson.

Adopted Unanimously

C. Consideration of additional funding and contract with Anglers LLC for New London lots 10A and 12A

Six RFPs were reviewed, and Angler's LLC submitted the lowest bid for a ninety-day term. Chairman Walton asked for a motion to move forward with Anglers LLC up to \$210k subject to verifying references of this qualification and in this capacity. Mr. Robertson moved, seconded by Mr. Braud.  
Adopted Unanimously

**(10) WASHINGTON STREET PROPERTY**

Nothing new to report currently.

Chairman Walton requested a motion to enter a closed session. Mr. Messier moved, seconded by Mr. Braud.

**(11) CLOSED SESSION**

*Closed Session pursuant to Section 2.2-3711 (A) (29), Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body. (CVCC building)*

Voting yes: Chairman Walton, Mr. Wells, Mr. Braud, Ms. Gardner, Mr. Messier, Mr. Robertson  
Voting no: None

**(12) OTHER BUSINESS**

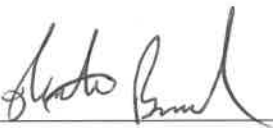
**a. Consideration of a Small Business Loan Fund**

The concept is desired, but the processes require review and a presentation from staff at a future meeting.

Ms. Gardner left at 6:58 p.m.

Chairman Walton made a motion to adjourn the meeting, seconded by Mr. Wells.

Adjourned: 6:59 p.m.

  
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Chairman

  
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Secretary