



MINUTES

ECONOMIC DEVELOPMENT AUTHORITY OF THE COUNTY OF BEDFORD, VA
Bedford County Administration Ground Floor Training Room
122 E Main Street
Bedford, VA 24523
February 6, 2025
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)

Absent: Jim Messier (District 7)

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

(1) CALL TO ORDER

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

(2) ORGANIZATION

A. Election of Officers

Mr. Skelley asked for nominations for Chairperson. Mr. Walton nominated Mr. Braud, seconded by Ms. Gardner.

Adopted Unanimously

Mr. Skelley asked for a motion to close nominations. Mr. Walton moved, seconded by Mr. Wells.

Adopted Unanimously

Chairman Braud asked for a motion to nominate a Vice-Chairman. Ms. Gardner nominated Mr. Walton, seconded by Ms. Milton.

Adopted Unanimously

Chairman Braud asked for a motion to close nominations. Mr. Wells made a motion to close nominations, seconded by Ms. Gardner.

Adopted Unanimously

Chairman Braud asked for a motion to nominate a secretary. Mr. Walton nominated Ms. Armstrong, seconded by Ms. Gardner.

Adopted Unanimously

Chairman Braud asked for a motion to close nominations. Mr. Wells made a motion to close nominations, seconded by Mr. Walton.

Adopted Unanimously

Chairman Braud asked for a nomination for Treasurer. Mr. Walton nominated Mr. Perrow, seconded by Ms. Gardner.

Adopted Unanimously

Chairman Braud asked for a motion to close nominations. Mr. Robertson made a motion to close nominations, seconded by Ms. Milton.

Adopted Unanimously

B. Approval of 2025 Meeting Calendar

Chairman Braud asked for a motion to accept the 2025 Meeting Calendar. Mr. Walton moved, seconded by Mr. Wells.

Adopted Unanimously

(3) APPROVAL OF AGENDA

Chairman Braud asked for a motion to accept the agenda as written. Mr. Robertson moved, seconded by Ms. Gardner.

Adopted Unanimously

(4) APPROVAL OF MEETING MINUTES – December 5, 2024

Chairman Braud asked for a motion to accept the December 5, 2024, minutes as presented. Ms. Gardner moved, seconded by Mr. Wells.

Adopted Unanimously

(5) REPORTS

A. Economic Development Director's Report

Ms. Armstrong provided a review of the 2024 accomplishments including launching a childcare facilities grant, infrastructure development and improvements in New London, and workforce initiatives with both the Lynchburg Regional Business Alliance and Bedford Area Chamber of Commerce, to name a few. She also shared some goals for the coming year including launching a small business loan program, developing pad-ready sites in New London, conducting an online survey of businesses, maintaining partnerships with the Bedford Chamber, SML Chamber, and the LRBA, and holding a planning day with the EDA.

In January, she also participated in Economic Gardening meetings with both Bison Printing and Damage Prevention Solutions. This is a program offered by the VEDP and provides technical assistance to companies.

The real estate contract with Divaris has been signed and Pam will meet with them later this month.

B. Business Programs Report

Bedford County Public School students had an incredible opportunity to explore careers in healthcare, emergency response, and public safety in back-to-back Bedford ONE Tours. Students began the day by visiting Bedford County Fire & Rescue and practicing essential emergency response skills. At the Bedford County Sheriff's Office, they rotated through interactive presentations, including an inside look at the 911 Communications Center and a dynamic session

with law enforcement officers showcasing different roles in public safety. The day wrapped up with a presentation from the Director of Emergency Management.

On Thursday, another batch of students visited Centra Bedford Memorial Hospital, where students stepped into the world of healthcare with an immersive patient simulation led by hospital staff. They also got a close-up tour of an ambulance and helicopter. That afternoon, they visited the Bedford County Nursing Home, where they explored careers in long-term care and saw how healthcare professionals provide essential support to residents.

Ms. Thurston met with the career coaches in early January about where students’ interests are lying and discussed doing Bedford ONE tours more frequently but only having one stop so that the students going will be fully involved and also not feel like they are missing too much school. We have begun making a list of potential stops for next year.

Ms. Thurston, Ms. Armstrong and Ms. Basinger met earlier this week to finalize the details of the All-Things Government Tour at the end of this month.

In March, we will be having a job fair at SRHS on a teacher workday allowing students to be able to attend as well as the community. We are working with Tim Saunders at Virginia Career Works and BCPS to invite Businesses. We currently have 14 businesses signed up.

Our Childcare Grant recipients have begun to turn in their receipts. The School Zone has finished almost all their new playground turf and needs warmer weather to finish the last step. Ms. Armstrong has been working with Blue Ridge Montessori about their tuition schedule and The Children’s Lounge SML sent their first batch of receipts.

C. Monthly Financial Report

Chairman Braud noted Interest on Investments was listed twice. Ms. Anderson stated there may be a slight code difference and the report will be adjusted.

Ms. Anderson transferred \$175k into the investment account and believes another \$170k can be moved to continue growing interest earnings.

**D. Monthly Accounts Payable Report – (see December paid bills)
(Peakview mowing fees may decrease due to newly planted trees.)**

EDA	
EDA Mileage – December meeting	\$94.89
Bedford Center	
Town of Bedford Power – CVCC – (December)	\$3,011.92
Peakview Landscaping – (December) (leaves)	\$928.00
BRWA (December)	\$163.31
New London	
Southside Electric – (December)	\$605.50

Peaksview Landscaping – (December)	\$1,553.94
Washington Street	
Peaksview Landscaping (December)	\$224.00
TOTAL:	\$6,581.56

(6) TOWN OF BEDFORD

The apartments are scheduled to open in late April and the hotel will open later this Fall.

The future Hampton Hotel is currently moving dirt on the property to accommodate the footprint change of becoming Hampton Suites.

The consultant for Winoa continues to gather data and has faced challenges receiving contacts from Roanoke.

(7) BEDFORD CENTER FOR BUSINESS

The CVCC lease agreement has been signed and finalized.

Ms. Armstrong and Mr. Coffman met with Howard McGraff to discuss the removal of certain walls.

Ms. Milton reported that CVCC applied for a grant from the Labor Department and has been awarded \$1.5 million to expand its CTE programs. Additionally, they anticipate receiving between \$50 million and \$60 million to renovate Campbell and Amherst halls.

(8) MONTVALE CENTER FOR COMMERCE

The sale is expected to close on or before February 20, 2024. The payment of \$210,000 is currently with Mr. Perrow in the Treasurer's office.

Ms. Armstrong has spoken with a party interested in purchasing two lots. Lot I-3 is being sold, and she recommended lots across the street, which may require rezoning and a special use permit.

(9) NEW LONDON BUSINESS AND TECHNOLOGY CENTER

A. Review and decision on exterior lighting options at Belvac

Chairman Braud asked for a motion to move forward with the upgraded lighting fixture, not to exceed \$20k. Mr. Robertson moved, seconded by Ms. Milton.

Voting yes: Mr. Braud, Mr. Robertson, Ms. Milton, Ms. Gardner, Mr. Messier, and Mr. Wells.

Voting no: Mr. Walton

Lots 10A & 12A are finally underway with the project set to be completed by the end of May.

Parks and Rec is making progress on the disc golf course in New London. The fairways have been cut, the wood has been chipped, and the course has been mapped on UDisc, which has been shared with Mr. McBeth. The project is expected to be completed by Memorial Day.

Mr. Smedley is currently working with Rinker Construction to negotiate the VDOT grant for the Meade Road improvement project.

Wiley-Wilson is making progress on the Phase II project and is expected to be 90% complete by the end of this month. The final drawings will be ready by the end of March, and construction bidding is anticipated to start at the end of April. There is currently a delay of 1 to 2 months. Mr. Robertson will contact timber companies to gauge interest in tree removal services as a separate project.

(10) WASHINGTON STREET PROPERTY

There is nothing to report currently.

(11) OTHER BUSINESS

A. Trees for Clean Water grant fund appropriation

Staff is requesting an appropriation of \$12,500 for the Virginia Department of Forestry for the Trees for Clean Water program, which was completed in November 2024.

Mr. Wells made a motion to accept the appropriation of funds, seconded by Mr. Robertson.

Adopted Unanimously

B. Small Business Loan presentation

Ms. Armstrong presented information on a small business loan. The Board has chosen to review the material and speak of it again at the March meeting.

A strategic planning session/board retreat is desired, and Ms. Armstrong will coordinate availability and follow through with dates.

Adjourned

6:49 PM

Chairman

Secretary