



MINUTES

ECONOMIC DEVELOPMENT AUTHORITY OF THE COUNTY OF BEDFORD, VA
Bedford County Administration Ground Floor Training Room
122 E Main Street
Bedford, VA 24523
January 8, 2026
5:30 p.m.

Economic Development Authority:

Present: David Wells (*District 1*), Vicki Gardner (*District 2*), Wyatt Walton (*Vice Chairman, District 3*); Matthew Braud (*Chairman, District 4*), Kristy Milton (*District 5*), Jimmy Robertson (*District 6*), Jim Messier (*District 7; arrived 5:46pm*),

Staff Present: Pam Armstrong, *Economic Development Director*, Lauren Thurston, *Business Programs Coordinator*, Niki Feazell, *Economic Development Administrative Assistant*, Patrick Skelley, *County Attorney*

Absent: Robert Hiss, *County Administrator*, Whitney Greenway, *Assistant Finance Director*, Mickey Johnson, *Board of Supervisors, District 1*

Guests: Charla Bansley, *Board of Supervisors, District 3*, Andrew Webster

(1) CALL TO ORDER

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

(2) APPROVAL OF AGENDA

Chairman Braud asked for motion to amend presented agenda to allow Mr. Webster, agenda item #6, to present prior to agenda item #4. Mr. Walton moved, seconded by Mr. Wells. Adopted Unanimously as amended by members present.

(3) APPROVAL OF MEETING MINUTES – December 4, 2025

Chairman Braud asked for motion to approve December 4, 2025, minutes as presented, Mr. Wells moved, seconded by Mr. Walton. Adopted unanimously by members present.

(4) BEDFORD CENTER FOR BUSINESS

A. Consideration of bow hunting permission in Bedford Center for Business

- Andrew Webster has requested permission to bow hunt on a portion of the property (Lots of A and B) located in Bedford Center for Business. Mr. Webster presented information regarding why he is requesting approval. He will follow parameters for the use of bows, arrows or crossbows as found in the Town of Bedford Police Department's

Urban Archery regulations, as well as the Virginia Department of Wildlife Resources. Mr. Walton made motion to allow Mr. Webster to hunt lot A through the remainder of the 2026 archery season, as well as through the end of the 2027 season, with the agreement from the County Attorney regarding liability that will be submitted into a contract and allowing director Mrs. Armstrong to sign contract and/or permits on behalf of the EDA. Seconded by Mr. Messier. Adopted unanimously by members present.

(5) REPORTS

A. Economic Development Director's Report

- Mrs. Armstrong followed up with board members regarding the email invitation to the Data Center Summit being hosted by the LRBA on January 14th. RSVPs should be submitted to the LRBA as soon as possible.
- Beginning this year Bedford County Office of Economic Development will partner with the Small Business Development Center – Lynchburg Region (SBDC), and the Bedford Chamber for a startup toolbox marathon being held quarterly in Bedford. Sessions will cost \$15 and will be held from 9 a.m.-4:30 p.m. at the Welcome Center. Sessions will include how to create a business plan, what's your business concept, understanding licenses and permits, how to choose a location, funding sources, basics of financing and expectations. All the things that SBDC does for free.
- Bedford County, along with the City of Lynchburg, has been selected to host the 2028 PDGA World Championships and the PDGA Master World Championships.
- Mrs. Armstrong stopped by CVCC to follow up with Rick Foster regarding the mural painting. Mr. Foster stated he would like the Art teacher from Liberty High School to commission the piece. Final design will be presented to the EDA for approval.
- Mrs. Armstrong will be in Richmond at the General Assembly later this month, as part of VEDA Day meeting with our legislators and discussing economic development.

B. Business Programs Report

- This month there are two Bedford ONE Tours scheduled. The first is the healthcare tour, where we will visit Bedford Memorial Hospital and then spend the afternoon at Centra College. The second will include Simplimatic and Sentry Equipment for a manufacturing industry-focused tour.
- The CTE Expo, geared toward middle schoolers, was moved from December to March. This expo is to better prepare 8th graders for their high school CTE class options. This event is a partnership with the Bedford Area Chamber of Commerce, and all three middle schools will be participating. The Expo will be held at Susie G. Gibson Science & Technology Center.
- The 2nd Annual Moneta Job Fair is being held at Staunton River High School on Thursday, May 28, and Bedford County is once again partnering with BCPS and Virginia Career Works. Businesses that participated last year are being invited back, as well as opening it up more broadly, with the goal of increasing participation from both businesses and attendees.

C. Monthly Financial Report

- Mrs. Greenway was unavailable for tonight’s meeting, if a full financial report is needed, she will be able to provide it later. She did however provide an update that there are no significant changes currently that would need mentioning.

D. Monthly Accounts Payable Report – (December bills that have been paid)

EDA	
EDA Mileage – (December meeting)	\$93.31
Bedford Center	
Town of Bedford Power – CVCC – (December)	\$3,130.85
Peaksview Landscaping – (December lawn maint + leaf removal)	\$968.09
BRWA (December)	\$172.35
Johnny on the Spot - (December; CVCC 2.5 water heater install)	\$1,200.00
New London	
Southside Electric – (December)	\$620.26
Peaksview Landscaping – (December; lawn maint + leaf removal)	\$4,430.00
Washington Street	
Peaksview Landscaping (December)	\$400.50
Witt Mechanical - (December; Elba-broken blower motor heating unit)	\$350.00
TOTAL:	\$11,365.36

(6) TOWN OF BEDFORD

- Nothing new to report

(7) MONTVALE CENTER FOR COMMERCE

- Nothing new to report.

(8) NEW LONDON BUSINESS AND TECHNOLOGY CENTER

- Nothing new to report

(9) WASHINGTON STREET PROPERTY

- Nothing new to report.

(10) OTHER BUSINESS

A. Park signage quotes

- Mrs. Thurston presented two different estimates, one from K&K signs and one from FastSigns, for potential signage updating at Montvale Center for Commerce and

Bedford Center for Business. Board members requested additional quotes including more brick estimates.

B. Review childcare grant parameters for future consideration

- Parameters regarding the Bedford County Childcare Facilities Grant were discussed. The Bedford County Economic Development Authority (EDA) has established a \$30,000 incentive fund program for childcare providers. A total of \$30,000 is available and may be divided among qualified applicants. The matching grant offers up to \$30,000 for capital equipment purchases, infrastructure improvements, or training expenses that (1) are related to the creation or expansion of a childcare facility within Bedford County (outside of Bedford Town limits), and (2) demonstrate quality improvements, sustainability, or results in adding new childcare slots to help alleviate the shortage of available childcare in Bedford County. Feedback regarding upcoming budget discussions will include if the grant remains within the EDA budget going forward.

C. Strategic Plan review

- Discuss follow-up on the revised EDA strategic plan was held. A revised version was presented to board members. A motion was made by Mr. Walton to approve the strategic plan as presented, seconded by Mr. Wells. Adopted unanimously by members present.

Motion made to adjourn by Mr. Messier, seconded by Mr. Robertson. Unanimous consent to adjourn.

Adjourned
6:48pm


Chairman


Secretary