



**MEETING MINUTES
BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY**

**Bedford County Administration Board Room
122 E. Main Street
Bedford, VA 24523
September 7, 2017
5:30 p.m.**

Economic Development Authority:

:Present:

Mickey Johnson, Vice-Chairman - Dist. 2; Wyatt Walton, Chairman - Dist. 3; Matthew Braud - Dist. 4; Jim Lusk - Dist. 5; Kelly Harmony - Dist. 6; Jim Messier - Dist. 7

:Absent: Dennis Novitzke - Dist. 1

:Staff Present: Traci Blido – EDA Secretary; Carl Boggess – County Administrator; Patrick Skelley – County Attorney; Susan Crawford - Fiscal Management

:Staff Absent: None

:Transcriber: Julia Peters

:Guests: Andy Dooley - BOS Member; Brian Key - Bedford Regional Water Authority; Edgar Tuck; Charla Bansley?

(1) APPROVAL OF AGENDA

Mr. Walton asked for approval and/or any amendments to the Authority's September 7, 2017 agenda.

Mr. Messier moved, seconded by Mr. Lusk, to approve the September 7, 2017 EDA agenda, as presented.

Voting yes: Mr. Johnson, Mr. Braud, Mr. Lusk, Mrs. Harmony, Mr. Walton, Mr. Messier

Voting no: None

Adopted Unanimously

(2) APPROVAL OF MEETING MINUTES –August 3, 2017

Mr. Walton asked for approval and/or any amendments to the Authority's regular August 3, 2017 meeting minutes.

Mr. Lusk moved, seconded by Mr. Braud, to approve the August 3, 2017 meeting minutes, as presented.

Voting yes: Mr. Johnson, Mr. Braud, Mr. Lusk , Mrs. Harmony, Mr. Walton, Mr. Messier
Voting no: None

(3) SPECIAL APPEARANCE - Brian Key, Executive Director BRWA

Mr. Key spoke about the Montvale Center for Commerce park and the Montvale Water Company, which is a private water company. He stated that the Montvale park has a water system with a strong main flow, but has an eight inch pipe and the line does not loop and therefore has a limited fire flow. The fire flow test was done through a fire hydrant with only a 6-inch pipe. To get the most flow, the line must be looped back to Beale Trail and then back up to Rt. 460 to make the connection. You must have loops to have the highest amount of fire flow. There is not anything wrong with the system, it is just the inherent limitation in the size of the pipes in the park, the limited loop, and possibly the testing protocol that gave the prospect, Sampson Bladen, the less than desirable fire flow results. Mr. Key then said he would be happy to answer any questions that the Authority members might have about the fire flow results.

Mr. Boggess asked if a flow of 1,200 gallons per minute (gpm) is appropriate for a normal business and Mr. Key stated that yes, it is sufficient for most industries. Five hundred gpm is the minimum. Mr. Lusk was surprised an oil facility needs that much water because an oil fire would not be put out by water. Mr. Walton asked where the 2,000 gpm came from originally. Mr. Boggess and Mrs. Blido stated that it came from Sampson Bladen and their insurance company. The prospect decided to go to the Roanoke-Salem area because they found an existing facility that had a 12-inch line and they could occupy the space in just three months. They liked the Bedford location and are still interested in coming to Bedford in the future for a different project. Mr. Walton asked how is the flow rate helped by having a loop and Mr. Key responded that two 8-inch connections feeding into the one 12-inch pipe would give more flow. Mrs. Blido asked about the future needs and how to pursue the need of the loop and Mr. Key said that we would need to go back to the Montvale Water Company about this. Mr. Boggess said that sometime in the future we will need the water company to become part of the BRWA to be able to do more economic development. Mr. Key said the BRWA is working on future investment in economic development by providing some funds towards infrastructure costs for businesses needing to extend water lines or add sprinkler systems. Mr. Boggess said the BOS meeting in January will be a joint meeting with BRWA if anyone is interested in attending. A focus of this joint meeting will be economic development.

(4) REPORTS

A. Economic Development Director's Report

Mrs. Blido has been reviewing and improving ways of working for her department in the absence of the Economic Development Specialist position. She has reviewed our marketing plan, how we pursue industries and projects, and how we monitor contracts. She also benchmarked with other economic development offices and gathered information. She discussed revisions to our strategic plan with Mr. Boggess and Mr. Wodicka. At the joint meeting with the Board of Supervisors on October 10, the focus will be on a new strategic plan to set goals for the future. Faith McClintick of the Virginia Economic Development Partnership will be facilitating a one hour session to help us see how we fit into the new state strategic plan. Mrs. Blido has handled the Bedford One tours and has a full upcoming school year of tours planned. The fall Ag tour was last week, a tech manufacturing tour is scheduled at Smyth and Blue Ridge Optics and several other tours are planned for all the high schools. She had some introductions with Liberty University and met with Innerspec. LU has a great career center and our businesses are excited about the School of Engineering.

B. Monthly Financial Report - SPECIAL APPEARANCE - Susan Crawford, Fiscal Management Director

Susan Crawford, Director of Fiscal Management, has revamped the financial report for the purpose of streamlining the process. She reviewed the report with the EDA and explained various points and answered questions. The members liked the new format, but would like a summary sheet added. Ms. Crawford will include a summary sheet next month.

C. Monthly Accounts Payable Report – Bills that have been paid

Staff reviewed the accounts payable report with the EDA.

(5) TOWN OF BEDFORD

A. IRF Validation Visit Update and Bedford Update

Mrs. Blido reported that the IRF validation visit for the Beale's project was very successful. Eight full-time jobs and 39 part-time (27 equivalent full-time jobs) were created with the Beale's opening. They have done extremely well and David McCormick stated at the visit that their net profit was \$12,000 in July. Mrs. Blido read a portion of a letter from Joy Rumley of DHCD. Ms. Rumley wrote that Beale's inspires revitalization in the industrial area of town and provides the potential for economic benefit through expansion as sales and meals taxes. Since Beale's had begun construction, additional food and beverage businesses have located in downtown Bedford. Mrs. Blido said the rental income will show in upcoming reports.

(6) NEW LONDON BUSINESS AND TECHNOLOGY CENTER

A. Update on Developments of Lot 3b, 4, 10a, and 12a

Mr. Boggess stated the original Tobacco Commission grant was \$250,000 for grading and at the last meeting we talked about also opening up two lots and grading Lot 4. Mr. Boggess and Mrs. Blido have spoken to Sarah Capps and she recommends we increase our application to \$750,000. The estimate for Lot 3b is \$190,000 for 4 acres of grading. Lot 4 is about 20 acres, but in talking with Bif Johnson and Scott Beasley, we would want to grade 10 acres which will cost \$900,000. This would provide a much bigger site to potentially attract a much bigger company. Mr. Boggess also said it warrants opening up 1.7 to 2 acres on lots 10a and 12a. The estimate for just clearing trees and stumps and no grading on these sites is \$86,700 to \$88,000. Mrs. Blido said a company is currently interested in 12a. Prospective companies want pad-ready sites or want the county to put some effort into the preparation of these sites. To obtain the funding, no additional match is required up front.

Mr. Johnson moved, seconded by Mr. Messier to increase the Tobacco Commission grant request to \$750,000.

Voting yes: Mr. Johnson, Mr. Braud, Mr. Lusk, Mrs. Harmony, Mr. Walton, Mr. Messier

Mr. Boggess stated that Hurt & Proffitt have more work to complete and Mrs. Blido has two potential prospects interested in the spaces so there will be more discussions in future meetings.

B. Consideration to Approve Left Turn Lane into Research Way

Mr. Boggess said Liberty University asked VDOT to put the left turn lane at the second entrance to Lot 1 and not the first entrance. He told the engineer at Liberty he would like to get the concurrence of the Authority on this change. No objection was made by the members.

Mr. Boggess brought up another item. Staff has received a call about scheduling the Youth Hunt this year in New London Business and Technology Center, which is held at the northeast corner. Mr. Boggess and Mrs. Blido have some concerns and Mrs. Blido reminded the EDA that Simplimatic has expressed concerns about having the Youth Hunt because of the trails that are now on the property. Mr. Boggess recommended that the hunt be allowed this year, but then authorize him to send a letter to Game and

Inland Fisheries stating that this will be the last year The Youth Hunt is held sometime in December or January.

Mr. Messier moved, seconded by Mr. Lusk to allow the Youth Hunt this year but inform Game and Inland Fisheries this is the last year.

Voting yes: Mr. Johnson, Mr. Braud, Mr. Lusk, Mrs. Harmony, Mr. Walton, Mr. Messier

Voting no: None

Mr. Boggess further discussed the trails that are being built on the site as members reviewed a map showing completed trails and those for future completion. A question arose about the rights to the trails if the property is sold. Mr. Boggess and Mr. Skelley said we could record an easement. Once the trails are formerly done, an agreement will be needed from EDA and Bedford County to give the companies a right to the trails. A concern was noted about not wanting the trails to restrict the development of the lots, but Mr. Boggess stated that the trails are along the creeks and should not restrict the development. People are already using the trails and they are a good selling point. Another concern was noted regarding people using the trails during the Youth Hunt and the companies and people need to be notified and something needs to be posted. Mrs. Blido said we will get the dates for the Youth Hunt and notify those in the park.

(7) BEDFORD CENTER FOR BUSINESS

Mrs. Blido stated there was no action needed tonight.

(8) MONTVALE CENTER FOR COMMERCE

A. Review of Infrastructure for Future Development

Mr. Boggess spoke about Sampson Bladen and the stormwater pond. He said the stormwater pond is for quantity, not quality; and we had worked with the county engineer and DEQ and were told that as long as we do not exceed 16 percent of the park being used for impervious purposes, we will not have to upgrade the stormwater. The existing impervious use is 6.42 percent. The use by Sampson Bladen would have been so large, right at 9.58 percent, so if something else came into the park, we would need an on-site water filtration system for the water quality. Now that Sampson Bladen is not coming in, we have the ability to have several more buildings before water quality becomes an issue.

Discussion followed about various aspects of the stormwater system and water flow at the Montvale Center. Mr. Boggess suggested we have some preliminary engineering work for costs of constructing the loop. Mrs. Harmony stated a concern about how long it takes to get a process started, and how we lose prospects because of the time length to begin a project. Mr. Boggess said some of the delay is due to getting special use permits, but our process is as streamlined as any locality in the state. He stated federal, state, county, and BRWA requirements must be considered and the development costs are high overall. Most people are looking at buildings already built because of these costs.

(9) ALL OTHER EDA BUSINESS

Mr. Boggess reported that the county is interviewing firms to market one or two of the schools, specifically Old Montvale, and hopefully EDA can help down the road.

Mr. Walton stated Little Otter Business Park is up for sale and asked if the EDA should be interested in purchasing the property. Mrs. Blido said that the good thing about the property is that it is zoned heavy industrial, but it would need public sewer which would be costly. Mr. Boggess said there are a couple

problems with the property. A road, sewer, and three phase power would have to be installed and it would be expensive to put in these items.

A. Draft Agenda Review - Joint Meeting EDA/BOS - Tuesday, Oct. 10, 2017, 5-7 p.m.

Mrs. Blido asked the Authority to review the draft agenda for the joint meeting. Mr. Lusk said the previous meetings like this were more like an update on things in the past rather than a planning meeting for EDA. Mrs. Blido said this is the normal joint meeting, but we can have a planning day separately as well. She stated hopefully at this joint meeting, we will have a full hour discussion together about where we are going in the future. There were no objections to the agenda.

**(10) ADJOURNMENT
-7:25 p.m.**

APPROVED:

Chairman

Secretary