

Minutes of the Town of Bedford

Economic Development Authority

The Economic Development Authority held a scheduled meeting on Friday, March 11, 2022, at 1:00 p.m. in the Council Hall, Town Municipal Building, 215 East Main Street, Bedford, VA 24523.

Board members present:

Mr. Jonathan Buttram, Chairman; Mr. David Sensenig, Vice-Chairman; Mrs. Liz Brown; Ms. Lynn Scott; Mr. Ryan Kirkpatrick; and Mrs. Michelle Crumpacker

Board members absent:

Mr. Kevin Turner

Staff present:

Ms. Mary Zirkle, Director of Planning and Community Development; and Ms. Cathy Johnson, Administrative Assistant

Staff absent:

None

Other present:

Mr. Theodore Craddock of Caskie & Frost, Attorney of Record for Economic Development Authority (via Zoom)

Other absent:

None

Meeting Called to Order:

The Chair called the meeting to order. There was a quorum of six members present for conducting business.

The Clerk gave the roll-call:	Mr. Turner	Absent
	Ms. Scott	Present
	Mr. Kirkpatrick	Present
	Mrs. Brown	Present
	Mrs. Crumpacker	Present
	Mr. Sensenig	Present
	Mr. Buttram	Present

Mr. Buttram revised the agenda to move “Old Business” as the first item of discussion.

Old Business:

Mr. David Parker of DPC Hospitality gave the hotel study update via Zoom. Ms. Zirkle gave a printout to each Authority member to review during the discussion. The printout showed a list of hotel developers that Mr. Parker had contacted as prospects on behalf of the Authority. Mr. Parker noted that a lot has changed in the hotel market with the Russian conflict and the hotel market has been flooded with market rate comparable hotels for sale, however, developers are still looking for deals. He will be attending a hotel developers conference in Atlanta and will be sharing the Bedford study.

Approval of Minutes:

Mrs. Brown made a motion to approve the January 14, 2022, minutes and Mr. Kirkpatrick seconded. The motion carried 6-0 to approve the minutes as presented.

Remarks by Chairman and Members:

None.

Reports from Town Staff:

Ms. Zirkle stated that Mrs. Anne Cantrell was hired as the new Finance Director and will be joining the EDA meetings as its Treasurer. Ms. Zirkle gave the Finance Report on behalf of Mrs. Cantrell.

Ms. Zirkle gave out results of a study provided by Ms. Pam Bailey, Bedford County Economic Development Director, which discussed the Town-wide and Countywide Childcare Desert. The Authority reviewed the study and expressed the needs in the community and how to help businesses. Staff suggested that the Authority discuss this topic at the joint meeting on March 17 with the County EDA.

Reports from Attorney:

None.

New Business:

As required by the State, the six members present, Mr. Craddock (via Zoom), and staff viewed the recorded 2022 Freedom of Information Act (FOIA) training given by Mr. Mike Lockaby to Town Council.

Closed Session:

Mr. Craddock read into record to enter closed session pursuant to Section 2.2-3711 (a) (3) and Section 2.2-3711 (a) (5) in the Code of Virginia of 1950, as amended: Section 2.2-3711 (a) (3) for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, and, Section 2.2-3711 (a) (5) for discussion concerning a prospective industry where no previous announcement has been made. The Chair asked for a motion. Mr. Kirkpatrick moved to make the motion to enter into closed session as read and Mrs. Crumpacker seconded. The motion carried by a roll call vote 6-0, to enter closed session.

Mr. Turner	Absent
Ms. Scott	Aye
Mr. Kirkpatrick	Aye
Mrs. Brown	Aye
Mrs. Crumpacker	Aye
Mr. Sensenig	Aye

Mr. Buttram Aye

In addition, the following were present during the closed session: Mr. Craddock, Attorney (via Zoom); Ms. Zirkle, Director of Planning and Community Development; and Ms. Johnson, Administrative Assistant.

Mr. Sensenig made a motion to exit the closed session, and Mr. Kirkpatrick seconded. The motion was carried by a roll call vote of 6-0, to exit closed session. The roll call vote followed:

Mr. Turner	Absent
Ms. Scott	Aye
Mr. Kirkpatrick	Aye
Mrs. Brown	Aye
Mrs. Crumpacker	Aye
Mr. Sensenig	Aye
Mr. Buttram	Aye

Mr. Craddock advised the Authority to make a motion to Section 2.2-3712 of the Code of Virginia, to certify at the conclusion of the closed meeting only public business matters lawfully exempted from open meeting requirements under this chapter and only such public business matters as were identified in the motion by which the closed meeting was convened were heard. Mr. Kirkpatrick made a motion to certify the closed session as read by Mr. Craddock and Mr. Sensenig seconded. The motion was carried by roll call vote as follows:

Mr. Turner	Absent
Ms. Scott	Aye
Mr. Kirkpatrick	Aye
Mrs. Brown	Aye
Mrs. Crumpacker	Aye
Mr. Sensenig	Aye
Mr. Buttram	Aye

The Authority reconvened into regular session.

The Authority discussed the next regular meeting on Friday, April 8, 2022, and it was determined that Mary Zirkle, Liz Brown, and Michelle Crumpacker will not be at the meeting. Ms. Zirkle stated that she might have one incentive that could be discussed at the May 2022 meeting. Staff reminded members of the meeting to be held jointly with the County EDA on March 17 at 5:00 pm.

Adjournment:

The meeting adjourned at 2:34 pm. The next regular meeting will be on Friday, April 8, 2022, at 1:00 pm.

Respectfully submitted,

Cathy Johnson, Secretary

Approved on _____.

Mr. Jonathan Buttram, Chairman