

Minutes of the Town of Bedford

Economic Development Authority

The Economic Development Authority held a scheduled meeting on Friday, June 10, 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; Ms. Lynn Scott; Mr. Ryan Kirkpatrick; and Mrs. Michelle Crumpacker

Board members absent:

Mr. David Sensenig, Vice-Chairman; Mr. Kevin Turner; and Mrs. Liz Brown

Staff present:

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

Staff absent:

None

Other present:

Mr. John Alford, Attorney of Caskie & Frost on behalf of Mr. Theodore Craddock (via Zoom)

Other absent:

Mr. Theodore Craddock of Caskie & Frost, Attorney of Record for Economic Development Authority

Meeting Called to Order:

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

The Clerk gave the roll-call:

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

Approval of Minutes:

Mr. Kirkpatrick made a motion to approve the May 20, 2022, minutes and Mrs. Crumpacker seconded. The motion carried 4-0 to approve the minutes as presented.

Remarks by Chairman and Members:

Mr. Buttram stated that the contract for the Winoa property was signed and delivered today and there is a 45-day due diligence period. If awarded, the Virginia Brownfields grant will be used to clean the interior of the property. Mr. Buttram stated that there will be no press release until the Town owns the property and the purchase should remain confidential.

Reports from Town Staff:

The Chair asked for the staff report, and Ms. Zirkle asked should the hotel update be discussed as Old Business. The Chair stated that it can be discussed under Staff Reports. Mr. Alford advised that since a name was not given, the Authority can discuss the item in Open Session.

Ms. Zirkle gave a hotel status update and stated that there was interest. She will send a reply today regarding the hotel project incentive request with a cover letter to the developer. Ms. Zirkle gave a copy of the Town's draft response to the Authority. It was advised that the copy is confidential and for discussion purposes only. Staff stated that the response letter to the developer basically says "no" to most requests and we would like to keep talking.

The Chair read the list and the Authority discussed what the Town can only offer and the final decision will be based on Town Council approval.

The Authority was concerned about the hotel entrance off of the existing D-Day entrance. Ms. Zirkle stated that she has not spoken to D-Day about using the entrance, but they are onboard with the hotel concept.

Mr. Buttram asked the Authority if it should continue paying Mr. David Parker from DPC Hospitality another month for his services and the Authority agreed to continue his contract.

Ms. Scott spoke about the need of supporting local businesses, and asked about the MJ's Bar & Grill restaurant opening status. She was told that the project halt due to staffing concerns and staff confirmed that there was a problem hiring employees for all businesses but is not sure of the exact reason at MJ's.

Reports from Attorney:

Mr. Alford stated that Mr. Craddock mentioned the key thing to discuss was regarding the Winoa contract and it has already been addressed.

New Business:

Mrs. Cantrell gave the Economic Development Authority 2023 Fiscal Year Adopted Budget. Mrs. Cantrell gave a chart to the Authority to review while she discussed the totals. Mr.

Kirkpatrick suggested having a running balance. Mrs. Cantrell stated that she will create a balance sheet and she recommended that the Authority may want to get an audit.

Adjournment:

The meeting adjourned at 1:50 pm. The next regular meeting will be on Friday, July 8, 2022, at 1:00 pm.

Respectfully submitted,

Cathy Johnson, Secretary

Approved on _____

Mr. Jonathan Buttram, Chairman