



Buena Vista Economic Development Authority

Meeting Agenda *Revision 1*

May 6, 2024 | 5:30 PM

Council Chambers (2039 Sycamore Ave.)

Call to Order by Chairman

Roll Call

Approval of the Meeting Minutes from November 16, 2023 Meeting

Reports

1. Officers
2. Committees
3. EDA members

Old Business:

None

New Business:

1. Elect Chair, Vice-Chair, and Secretary-Treasurer
2. Resolution to approve authorized contacts for Bank of Botetourt loan account*
3. Discuss EDA Retreat/Training planned for May 29th and May 30th from 1:00 PM to 5:30 PM each day

Adjourn



Buena Vista Economic Development Authority Meeting Minutes

November 16, 2024 | 5:00 PM
Council Chambers (2039 Sycamore Ave.)

CALL TO ORDER & ATTENDANCE

The Buena Vista Economic Development Authority (EDA) met on Thursday, November 16th 2024 in Council Chambers. The meeting was called to order at 5:00 PM.

Members Present	Members Absent
Brent Styler, Chairman Steve Baldrige Wayne Oyler Jerry Miller Coretta Thurman	John Dryden David Gowdy
Staff Present	
Kristina Ramsey, EDA Secretary-Treasurer, Economic Development Director Brian Kearney, City Attorney	
Non-Members Present	
Brooke Dalton, Executive Director, Main Street Buena Vista Bill Fitzgerald, Mayor	

APPROVAL OF THE MEETING MINUTES FROM May 10, 2023 MEETING

Motion to approve the meeting minutes was made by Steve Baldrige, seconded by Wayne Oyler, and carried by the authority.

REPORTS

1. Officers

- Chairman Styler shared that EDA members should look for projects and ideas that would enhance the area as the Authority may be able to find the means to execute them. He asked each member to think of things and share ideas with him.
- Steve Baldrige brought forth that the EDA should consider how to help the City replace all street signs throughout the City. Kristina explained that the Community and Economic Development offices are working to upgrade wayfinding signage using the Community Development Block Grant (CBDG) previously received and is working to engage volunteers for further upgrades.

2. Committees

- Secretary-Treasurer, Kristina Ramsey, shared that an EDA training opportunity has been emailed to all members. She elaborated that the training opportunity is virtual on December 11th and 12th with each day being a half day. She shared that day one would begin at 1 pm and go through 12:15 pm, and day 2 would begin at 8:30 am and go through 12:15 pm.
 - Coretta Thurman indicated that she would like to register to attend.

3. EDA Members

- None

OLD BUSINESS

None

NEW BUSINESS

1. Resolution authorizing an agreement between the City, PSA, and the EDA and appointing the Chairman to sign documentation to complete the agreement.

- *Discussion:*
 - Brian Kearney, City Attorney, explained that the City has obtained a USDA loan to finance the water system. He explained that the EDA currently owns some of the public water and sewer assets and, in order to proceed with the loan to make necessary water and sewer improvements, the City needs to consolidate ownership over the property under the PSA, who is responsible for water and sewer infrastructure and obtaining the loan.
 - Chairman Styler asked Mr. Kearney if he would supply a list of EDA assets. Mr. Kearney agreed to share the list. Mr. Kearney elaborated that currently, the EDA owns the Carilion building and the Industrial Park. He also explained that there is discussion around consolidating the Public Recreation Facilities Authority to convey its property to the EDA.
 - Mr. Kearney further explained the terms of the attached contract (Appendix A).
- Needing no further discussion, Ms. Ramsey read the following resolution:

A RESOLUTION OF THE BUENA VISTA ECONOMIC DEVELOPMENT AUTHORITY

The Buena Vista Economic Development Authority (the “EDA”) hereby adopts the following Resolution:

BE IT RESOLVED that the EDA hereby approves of the agreement made and entered into the 16th day of November 2023, by and between the City of Buena Vista (“City”), the Buena Vista Public Service Authority (“PSA”) and the Buena Vista Economic Development Authority, formerly known as the Buena Vista Industrial Development Authority (“EDA”), a copy of which is attached hereto (“Agreement”).

BE IT FURTHER RESOLVED that they appoint Brent Styler as Chairman to sign whatever documentation is needed in order to complete the terms of the Agreement.

Approved: This 16th day of November 2023.

BUENA VISTA ECONOMIC DEVELOPMENT AUTHORITY

Brent Styler, Chairman

Attest:

Kristina Ramsey, Secretary

- *Vote:*
 - A motion was made by Steve Baldrige to approve the resolution, seconded by Wayne Oyler, and carried by the authority.

2. Kristina Ramsey to provide brief Economic Development update and share the Recreation Economy for Rural Communities (RERC) action plan.

- Recreation Economy for Rural Communities program – completed action plan.
- Community Development Block Grant (CBDG) projects finally underway. The CBDG façade program has 8 downtown properties contracted and beginning work on property improvements and 2 with contracts in hand. Improvements are slated for full completion by May 2024. We are nailing down final details for sign locations and content to complete the wayfinding signage piece of the project. An RFP will go out for this at the start of 2024. The streetscape improvements are undergoing final design to be completed in early 2024.
- The Virginia Innovation Accelerator project is moving forward, slowly but surely. With the state/federal grants obtained earlier this year, they have finally put the construction project out to bid and anticipate beginning phase 1 construction in early to mid-2024.
- At our last meeting, I shared an update on town square and a copy of the conceptual design. Since then, we have obtained design drawings with more technical details and are currently applying for grants to get started. We are also on the calendar for a Spring 2025 build with the Timber Framers group but could be potentially be moved up to a Spring 2024. We will keep you posted as we will need massive amounts of volunteer support.
- The Virginia Supreme Court reinstated the ban on skill games as defined in State code. With the City manager, we have notified businesses with skill games and given them until December 1 to remove the games and come into compliance. My office is offering support to help businesses that may need to restructure their business or find alternate revenue sources.
- New Businesses:
- Focus Fitness Lab recently opened 2520 Beech Avenue (beside Subway). They had a ribbon cutting today, November 16th, to celebrate the opening.
- Kenny’s & more is coming in December early January, depending on their Health Department inspection.
- Art on Magnolia and Little Beasties at 2067 Magnolia Ave officially opened in October.
- In September, the tourism director for our regional tourism office, Jean Clark, retired. The tourism board has hired Sheryl Wagner to serve as the next Director beginning December 11th. Sheryl is a native of Lexington/Rockbridge and has lived in Rockbridge with her family while commuting to City of Staunton for the last 16 years, where she served as Executive Director.
- This year, City Council had 3 seats open for election and the Mayor seat open for election. Following the November 7 election, Steve Webb was reelected. Michelle Poluikis and Ronald Cash were elected to fill the other two seats, replacing Stanley Coffey and Cheryl Hickman. Tyson Cooper ran unopposed for Mayor and was elected. Come January, Tyson’s active term on Council will be open. It will be up to Council to decide how they would like to fill that seat; either by taking applications or appointing the candidate with the next highest votes.
- With that said, Tyson has invited all the newly elected and/or re-elected officials a “Swearing In Ceremony”, on Thursday December 7th, starting at 5pm prior to the Christmas Parade. You all are invited to attend the ceremony to meet the new officials and watch the swearing in.

3. Brooke Dalton to provide update from Main Street Buena Vista (MSBV).

- Ms. Dalton said that October was busy and Spooktacular was a fantastic night. Mountain Days brought in a record number of attendees and showcased the vibrant spirit of downtown. The events have had positive impacts on our businesses, and they are already brainstorming ideas for next year’s events.
- They are now turning focus to the holidays. Small Business Saturday is November 25th. They will set up a tent and hand out the bags that they get from American Express to kick off the holiday shopping season. They are having students decorate ornaments to hang on the Christmas tree. There will be a small ceremony where they can come hang their ornament during the tree lighting before the parade. The SVU choir will also be there to perform. Ms. Dalton then gave an update on each of the committees.

- Business Solutions: Last year they ran a series of holiday ads on social media for participating businesses. They are looking at doing something similar this year but stretching the reach and engaging a wider audience.
- Placemaking: They have cleaned the beds down in the green. They had the SVU lacrosse team weed and pull-out bags of bulbs, and painted and stabilized the sign. She also thanked Corey and Public Works for bringing mulch and helping them spread it out. They also have the materials to paint and repair the bench by the side doors at the library.
- Organization: They are working on fund and volunteer development to further efforts.
- Promotions: They are going to do a “Shop Small Selfie Contest” for shop small Saturday. The participants will take selfies while shopping downtown and post on their social media with specific hashtags. Then a name will be selected randomly to receive a gift card for downtown.

ADJOURNMENT

There being no further business the meeting was adjourned at 5:42 PM.

Kristina Ramsey, EDA Secretary-Treasurer

Brent Styler, EDA Chairman

APPENDIX A

THIS AGREEMENT, made and entered into this 16th day of November 2023, by and between the **CITY OF BUENA VISTA (“City”)**, the **BUENA VISTA PUBLIC SERVICE AUTHORITY (“PSA”)** and the **BUENA VISTA ECONOMIC DEVELOPMENT AUTHORITY, formerly known as the Buena Vista Industrial Development Authority (“EDA”)**.

WITNESSETH:

WHEREAS, the EDA is the current leasehold owner of various water lines and facilities located within the City of Buena Vista; and

WHEREAS, the City is the fee simple owner of various water lined and facilities; and

WHEREAS, the City of Buena Vista now has a PSA and desires to consolidate all of the water assets within the PSA, to more efficiently monitor and upgrade the system for the benefit of the citizens of Buena Vista.

NOW THEREFORE, for and in consideration of the purchase as outlined herein and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged between the parties, the parties hereby agree as follows:

- 1) The PSA shall purchase all of the water lines, real estate, easements and facilities owned by the City and EDA associated with the water system located in Buena Vista, for the amount of the debt currently owed by the EDA on these assets.
- 2) The City and EDA shall convey the above assets, free and clear of any current liens on the property, by such documentation as is necessary including, but not limited to, Bills of Sale or Deeds as necessary.
- 3) This purchase shall occur upon a mutually agreed time between the parties, but no later than One Hundred Days (120) after financing has been obtained by the PSA.
- 4) This Agreement shall be applied and interpreted in accordance with the laws of the Commonwealth of Virginia.
- 5) The undersigned parties have been authorized to execute this Agreement.

Witness the following signatures and seals:

THE CITY OF BUENA VISTA

By: _____ (SEAL)

Its: _____

BUENA VISTA PUBLIC SERVICE AUTHORITY

By: _____ (SEAL)

Its: _____

BUENA VISTA ECONOMIC DEVELOPMENT AUTHORITY

By: _____ (SEAL)

Its: _____



RESOLUTION to Approve Authorized Contacts for Bank of Botetourt Loan

May 6, 2024

WHEREAS, the Economic Development Authority for the City of Buena Vista (“EDA”) has a loan with the Bank of Botetourt for the real estate located at 2252 Magnolia Avenue; and,

WHEREAS, it is necessary to designate authorized contacts for the loan with the Bank of Botetourt to facilitate communication, make payments, and provide financial information.

THEREFORE, BE IT RESOLVED, that the individuals serving in the following positions are hereby designated as authorized contacts for the Bank of Botetourt loan:

- Chairman of the EDA
- Secretary-Treasurer of the EDA
- City Manager
- Economic Development Director
- Finance Director

BE IT FURTHER RESOLVED, that in the event of transition or turnover in any of the aforementioned positions, the individual holding such position at the time of transition or turnover shall automatically assume the role of authorized contact for the Bank of Botetourt loan without requiring further approval by the EDA until such time as they are amended or rescinded by a subsequent resolution of the EDA..

BE IT FURTHER RESOLVED, that a certified copy of this resolution be provided to the Bank of Botetourt for their records.

Approved: This 6th day of May 2024.

BUENA VISTA ECONOMIC DEVELOPMENT AUTHORITY

Brent Styler, Chairman

Attest:

Kristina Ramsey, Secretary-Treasurer