



Regular Council Meeting

A G E N D A

May 9, 2023

7:00 p.m.

Administrative

Approval of Minutes
Report of Town Manager
Appearances before Council
Council Comments
Report of Council Committees
Revisions to Agenda

Public Hearings

- | | |
|-----------------|---|
| 1-FIN-2-42-5-9 | Proposed Budget for Fiscal Year 2023-2024 |
| 2-P/CD-13-3-5-9 | Hilltop Community Revitalization Project” Housing Grant Application – Phase 2 |

Consent Agenda (roll call)

- | | |
|-----------------|--|
| 3-P/W-6-1-1-5-9 | Request to Close Streets – High School Senior Parade – Sara Reynolds |
|-----------------|--|

Old Business

New Business

- | | |
|-----------------|---|
| 4-P/CD-13-3-5-9 | Resolution – “Hilltop Community Revitalization Project” Housing Grant Application – Phase 2 (roll call) |
| 5-CC-15-1-5-9 | Resolution – Authorizing Transfer of Property to the Economic Development Authority (roll call) |
| 6-CC-15-1-5-9 | Resolution – Business Appreciation Month 2023 (roll call) |
| 7-PD-1-3-5-9 | Ordinance - Readopting and Reenacting Code Provisions Dealing with Traffic Laws (roll call) |

Citizens may watch the meeting in real time via the Town of Bedford Live Stream website: <https://www.bedfordva.gov/1356/Live-Stream>



PUBLIC NOTICE
SYNOPSIS OF BUDGET FOR FISCAL YEAR JULY 1, 2023 to JUNE 30, 2024
TOWN OF BEDFORD, VIRGINIA

NOTICE IS HEREBY GIVEN THAT A PUBLIC HEARING WILL BE HELD BY THE TOWN COUNCIL ON TUESDAY, MAY 9, 2023 AT 7:00 P.M. IN THE COUNCIL CHAMBERS OF THE TOWN MUNICIPAL BUILDING IN RELATION TO THE BUDGET FOR THE TOWN OF BEDFORD FOR FISCAL YEAR 2023-24 AT WHICH TIME ANY CITIZEN OF THE TOWN SHALL HAVE THE RIGHT TO ATTEND AND STATE HIS OR HER VIEWS. DETAILED COPIES OF THE PROPOSED BUDGET ARE AVAILABLE FOR INSPECTION DURING NORMAL OFFICE HOURS IN THE OFFICE OF THE TOWN MANAGER AND THE OFFICE OF THE CLERK OF COUNCIL.

| REVENUE | | EXPENDITURES | |
|---------------------------------------|-------------------|------------------------------------|-------------------|
| GENERAL FUND | | | |
| Use of Prior Year Fund Balance | - | Legislative | 71,109 |
| General Property Taxes | 2,693,628 | General & Financial Administration | 1,090,886 |
| Other General Revenue | 4,624,227 | Public Safety | 3,519,070 |
| General Govt. Charges for Service | 45,000 | Public Works | 3,786,310 |
| Public Safety Charges for Service | 83,027 | Community Development | 388,953 |
| Public Safety Operating Grants | 314,054 | Other Nondepartmental | 207,874 |
| Public Works Operating Grants | 1,605,660 | Debt Service | 867,508 |
| Parks Charges for Services | 119,817 | Transfers to Other Funds | 188,203 |
| Comm.Dev. Operating Grants | 4,500 | | |
| Recovered Costs | 130,000 | | |
| Transfer from Electric Fund | 500,000 | | |
| TOTAL REVENUE | 10,119,913 | TOTAL EXPENDITURES | 10,119,913 |
| SOLID WASTE FUND | | | |
| Refuse Collection Charges | 1,030,000 | General Administration | 186,682 |
| Refuse Disposal Charges | 125,000 | Refuse Collection | 313,479 |
| Revenue from Use of Money & Property | - | Refuse Disposal | 566,794 |
| Other Revenue | 7,000 | Debt Service | 95,045 |
| | | Transfer to Other Funds | - |
| TOTAL REVENUE | 1,162,000 | TOTAL EXPENDITURES | 1,162,000 |
| ELECTRIC FUND | | | |
| Sale of Electricity | 17,818,975 | Supervision & Engineering | 2,134,042 |
| Electricity Sales Open Market | 390,000 | Power Generation | 402,736 |
| Power Cost Adjustment | 5,025,600 | Purchased Power | 15,887,267 |
| Other Revenue | 601,360 | Transmission - Substation | 81,000 |
| | | Transmission - Distribution Lines | 1,673,772 |
| | | Maintenance Street Lights | 17,500 |
| | | Maintenance Meters | 20,000 |
| | | Distribution Transformers | 45,000 |
| | | Meter Reading | 68,893 |
| | | Right of Way Crew | 205,161 |
| | | Debt Service | 1,194,996 |
| | | Transfers to Other Funds | 2,105,568 |
| TOTAL REVENUE | 23,835,935 | TOTAL EXPENDITURES | 23,835,935 |
| GENERAL FUND CAPITAL PROJECTS | | | |
| Transfer from General Fund | 40,000 | Capital Outlay | 40,000 |
| TOTAL REVENUE | 40,000 | TOTAL EXPENDITURES | 40,000 |
| ELECTRIC FUND CAPITAL PROJECTS | | | |
| Transfer from Electric Fund | 1,445,000 | Capital Outlay | 1,445,000 |
| TOTAL REVENUE | 1,445,000 | TOTAL EXPENDITURES | 1,445,000 |

PUBLIC HEARING NOTICE

Town of Bedford 2nd Public Hearing HILLTOP COMMUNITY REVITALIZATION PROJECT – PHASE 2

The Town of Bedford will hold a public hearing on **Tuesday, May 9, 2023 at 7 PM** at the Town of Bedford Town Council Chambers located at **215 East Main Street, Bedford, VA 24523**. The purpose of the meeting is to solicit public input on the proposed Community Development Block Grant (CDBG) proposal to be submitted to the Virginia Department of Housing and Community Development for the Hilltop Community Revitalization Project-Phase 2. Residents of the project area are encouraged to attend. The Hilltop Community Revitalization Project-Phase 2 proposal will include the following activities: project intent, funding, eligible households, maximum CDBG funds available per home, and application schedule.

The draft CDBG proposal will be presented for comment along with information on the projected beneficiaries, including the number of low- and moderate-income residents to benefit from the proposed project, and plans to minimize displacement. Citizens will also be given the opportunity to comment on the Town of Bedford's past use of CDBG funds. A fact sheet on the proposed project and the draft proposal is available at the Town of Bedford Town Council meeting. For additional information, contact the Planning and Community Development office at **540-587-6006**.

Comments and grievances can be submitted in writing to Town of Bedford Planning and Community Development, 215 East Main Street, Bedford, VA 24523 or by phone at 540-587-6006, or fax at 540-587-6143, or Relay 711 for the hearing impaired until 5:00 PM on Monday, May 8, 2023.

To run Wednesday, April 26, 2023

**TOWN OF BEDFORD, VIRGINIA
TOWN COUNCIL
ACTION FORM**

ITEM: Request to Close Streets – High School Senior Parade – Sara Reynolds

DATE OF COUNCIL MEETING: May 9, 2023

DATE: March 31, 2023

PRESENTATION:

Sara Reynolds of Bedford is requesting permission to hold a High School Graduating Senior’s Parade on Sunday, May 21, 2023, at 3:00 p.m., and to close the following streets:

Bedford Avenue Extension from 4th Street to the curve of the Recreation Field, Ashland Avenue from the curve of the Recreation Field to the Elks Home Driveway, College Street from Ashland Avenue to Peaks Street.

Peaks Street from College Street to North Bridge Street, North Bridge Street from Peaks Street to East Main Street, East Main Street from North Bridge Street to Otey St.

They will notify the Fire Department, Police Department and Bedford County Fire & Rescue of the street closings. The residents of the affected streets will also be notified and will have ingress and egress to their homes.

ACTION REQUESTED:

Town Council is requested to close streets for the High School Senior Parade on Sunday, May 21, 2023, at 3:00 p.m.

| | | YES | NO | OTHER | ROUTING | |
|--------------|-------------|-----|-----|-------|-----------------|------------------|
| DATE: _____ | BLACK | () | () | () | TOWN ATTY. () | I.T. () |
| | CARSON | () | () | () | COMM. DEV. () | POLICE () |
| APPROVED () | HAILEY | () | () | () | ELECTRIC () | PUBLIC SERV. () |
| DENIED () | HARTWICK | () | () | () | ENGINEERING () | OTHER _____ () |
| DEFERRED TO: | JOHANNESSEN | () | () | () | FINANCE () | |
| _____ | SHOEN | () | () | () | FIRE DEPT. () | |
| | STANLEY | () | () | () | H.R. () | |



Temporary Road Closure Permit/Facility Use Application

Accepted by: DWL
Date Rcvd: 3/29/23

Contact Information

Name: Sara Reynolds (Holdren)

Phone: (540)875-8322

Company: _____

Email: srholdren@gmail.com

Mailing Address: 622 Westview Avenue

City, Zip Bedford, VA 24523

Application Information

Physical Address/Location of Event: The 'parade route' through the town of Bedford, VA

Description of Event: Celebratory parade, open to graduating seniors throughout Bedford County

Dates and Times of Event: Sunday, May 21, 2023 at 3:30 pm

Special Conditions (check all that apply)

- | | | | |
|-----------------------------------|---|---|---|
| <input type="checkbox"/> Festival | <input type="checkbox"/> Inflatables | <input checked="" type="checkbox"/> Signs/Banners | <input checked="" type="checkbox"/> Use of Sidewalk |
| <input type="checkbox"/> Food | <input type="checkbox"/> Mechanical Rides | <input checked="" type="checkbox"/> Amplified Sound | <input type="checkbox"/> Tents |
| <input type="checkbox"/> Alcohol | <input checked="" type="checkbox"/> Town Parking lots | <input checked="" type="checkbox"/> Closing Streets | <input type="checkbox"/> Run/5K |

INDEMNITY: Applicant agrees to defend and indemnify the Town, its officers, agents and employees from all claims of every kind including all costs of defense arising out of, or which would not have occurred but for Applicant's use of the facilities licensed herein. Applicant accepts the facilities (and equipment, if applicable) in "as is" condition. Applicants shall be responsible for proper conduct of any and all persons attending the Event. By my signature on this form, I hereby confirm that the information provided above is accurate.

Applicant's Signature: [Signature] Date: 3-29-23

Return completed application to Town of Bedford Public Works, 702 Orange St Bedford, VA. For more information call 540.587.6081.

- | | |
|---------------------------------------|---|
| <input type="checkbox"/> Public Works | <input type="checkbox"/> Building Inspections |
| <input type="checkbox"/> Police Dept. | <input type="checkbox"/> Admin |
| <input type="checkbox"/> Fire Dept. | <input type="checkbox"/> Health Dept. |

| | |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| Comments: | |

**TOWN OF BEDFORD, VIRGINIA
TOWN COUNCIL
ACTION FORM**

ITEM: Resolution – “Hilltop Community Revitalization Project” Housing Grant Application – Phase 2

DATE OF COUNCIL MEETING: May 9, 2023

DATE: May 4, 2023

PRESENTATION:

The Town began work on the “Hilltop Community Revitalization Project” as a follow-up implementation strategy to the “School-to-School / Bridge Street Revitalization” project. The Town submitted an application for a Virginia Department of Housing and Community Development (DHCD) Community Development Block Grant (CDBG) in April 2021 for the Revitalization Project for 11 selected houses. That first application submittal for \$921,983 was awarded for Phase 1 and will continue through 2023. The plan has been to submit requests for three phases of CDBG grants. Staff has been working with the Central Virginia Planning District Commission (CVPDC) for these first two phases.

The first of two mandatory public hearings for the current application was held at the Housing Authority meeting on March 9, 2023 to describe the project and to hear from the public if there were any questions or concerns. No public spoke at that first meeting. The second public hearing is being held at the May 9, 2023 Council meeting.

The Redevelopment and Housing Authority, along with community members, has served as the Project Management Team. At its meeting on May 11, 2023, the Housing Authority is expected to provide a letter of support for the current application.

The Town is not requested to provide additional fund match for this second phase of the project. The grant application will request no more than our allowed cap of \$1,250,000 from DHCD to rehabilitate or rebuild up to 19 houses over the cycle of this next grant, if awarded. As the application is finalized prior to June 1, these numbers will change. The CVPDC will continue as grant manager, if an award is made, and will be paid with funds from the grant.

ACTION REQUESTED:

Town Council is requested to adopt the attached Resolution authorizing submittal of the Phase 2 application.

Attachment:

Resolution

| | | YES | NO | OTHER | | ROUTING | |
|--------------|-------------|-----|-----|-------|-------------|---------|------------------|
| DATE: _____ | BLACK | () | () | () | TOWN ATTY. | () | I.T. () |
| | CARSON | () | () | () | COMM. DEV. | () | POLICE () |
| APPROVED () | HAILEY | () | () | () | ELECTRIC | () | PUBLIC SERV. () |
| DENIED () | HARTWICK | () | () | () | ENGINEERING | () | OTHER _____ () |
| DEFERRED TO: | JOHANNESSEN | () | () | () | FINANCE | () | |
| _____ | SHOEN | () | () | () | FIRE DEPT. | () | |
| | STANLEY | () | () | () | H.R. | () | |

RESOLUTION

TARGETED SITE HOUSING REHABILITATION COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION

WHEREAS, financial assistance is available to units of local government through the Commonwealth of Virginia Community Development Block Grant (VCDBG); and

WHEREAS, in compliance with VCDBG requirements, two public hearings were advertised in a newspaper with general circulation in the Town, and distributed among community residents by community leaders and project management team members, and the hearings were held on March 9, 2023, and May 9, 2023, regarding this application; and

WHEREAS, the Town of Bedford wishes to apply for VCDBG funds not to exceed \$1,250,000 to be used to undertake a two-year Targeted Housing Rehabilitation project throughout the Phase 2 area of the Hilltop Community; and

WHEREAS, the project is anticipated to benefit an estimated 29 persons in 19 households, of whom all are low-and-moderate-income (LMI), by providing housing rehabilitation and replacement, which will meet Housing and Community Development Act of 1974 Section 104(b) National Objective of providing benefits to persons of low and moderate incomes; and

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Bedford, Virginia, that pursuant to two public hearings, the Town of Bedford, Virginia wishes to apply for VCDBG Funds not to exceed \$1,250,000 to provide community improvements to the Hilltop Community Revitalization Project-Phase 2; and

BE IT FURTHER RESOLVED that the Town Council of the Town of Bedford, Virginia, hereby authorizes the Town Manager to sign and submit appropriate documents.

**TOWN OF BEDFORD, VIRGINIA
TOWN COUNCIL
ACTION FORM**

ITEM: Resolution – Authorizing Transfer of Property to the Economic Development Authority

DATE OF COUNCIL MEETING: May 9, 2023

DATE: May 5, 2023

PRESENTATION:

The Town of Bedford owns land on Burks Hill Road that has economic development potential. In order to make this development more efficient and to be able to act in a timely manner for future development, Town Council is requested to transfer this land to its appointed Economic Development Authority.

ACTION REQUESTED:

Town Council is requested to adopt the attached Resolution authorizing the transfer of land.

Attachment:
Resolution

| | | YES | NO | OTHER | ROUTING | |
|--------------|-------------|-----|-----|-------|-----------------|------------------|
| DATE: _____ | BLACK | () | () | () | TOWN ATTY. () | I.T. () |
| | CARSON | () | () | () | COMM. DEV. () | POLICE () |
| APPROVED () | HAILEY | () | () | () | ELECTRIC () | PUBLIC SERV. () |
| DENIED () | HARTWICK | () | () | () | ENGINEERING () | OTHER _____ () |
| DEFERRED TO: | JOHANNESSEN | () | () | () | FINANCE () | |
| _____ | SHOEN | () | () | () | FIRE DEPT. () | |
| | STANLEY | () | () | () | H.R. () | |

RESOLUTION
AUTHORIZING TRANSFER OF CERTAIN PROPERTY
TO THE ECONOMIC DEVELOPMENT AUTHORITY OF THE
TOWN OF BEDFORD, VIRGINIA

WHEREAS, the Town of Bedford, Virginia (the “Town”) has created an authority pursuant to the Industrial Development and Revenue Bond Act, Title 15.2, Chapter 49, Code of Virginia, 1950, as amended (the “Act”), known as the Economic Development Authority of the Town of Bedford, Virginia (the “Authority”), which is a body corporate and politic and a political subdivision of the Commonwealth of Virginia; and

WHEREAS, in furtherance of its economic development purposes, the Authority contemplates using certain real estate located within the Town, which property is shown on a plat, a reduced version of which is attached to this resolution as **Exhibit A** (the “Property”), for the purposes of economic development, including the stimulation of economic activity, increase of the tax base and the creation of jobs within the Town, which are valid public purposes; and

WHEREAS, pursuant to Section 15.2-4917 of the Act and Section 15.2-953 of the Code of Virginia, the Town may authorize transfers and donations of land to the Authority for economic development purposes by resolution without need of a public hearing.

NOW THEREFORE, the Town Council of the Town of Bedford, Virginia, hereby resolves that:

1. The Mayor of the Town is authorized and directed to execute such deeds, plats and customary closing documents on behalf of the Town as may be necessary to consolidate the Property under ownership of the Town, upon final approval as to form by the Town Attorney; and
2. The Mayor of the Town is authorized and directed to execute and deliver a deed of transfer of the Property to the Authority, together with customary closing affidavits and signatures, upon behalf of the Town upon final approval as to form by the Town Attorney; and
3. This Resolution shall be in effect upon adoption.

**TOWN OF BEDFORD, VIRGINIA
TOWN COUNCIL
ACTION FORM**

ITEM: Resolution – Business Appreciation Month 2023

DATE OF COUNCIL MEETING: May 9, 2023

DATE: May 3, 2023

PRESENTATION:

The month of May 2023 has been designated as Business Appreciation Month in Virginia in recognition of the many benefits to Virginia communities derived from their businesses. In appreciation of our industries, small businesses and entrepreneurs, Council is asked to adopt a Resolution declaring May to be Business Appreciation Month in the Town.

ACTION REQUESTED:

Town Council is requested to adopt a Resolution in support of Business Appreciation Month.

| | | YES | NO | OTHER | | <u>ROUTING</u> | |
|--------------|-------------|-----|-----|-------|-------------|----------------|------------------|
| DATE: _____ | BLACK | () | () | () | TOWN ATTY. | () | I.T. () |
| | CARSON | () | () | () | COMM. DEV. | () | POLICE () |
| APPROVED () | HAILEY | () | () | () | ELECTRIC | () | PUBLIC SERV. () |
| DENIED () | HARTWICK | () | () | () | ENGINEERING | () | OTHER _____ () |
| DEFERRED TO: | JOHANNESSEN | () | () | () | FINANCE | () | |
| _____ | SHOEN | () | () | () | FIRE DEPT. | () | |
| | STANLEY | () | () | () | H.R. | () | |

BUSINESS APPRECIATION MONTH 2023

WHEREAS, the month of May 2023 is recognized as **BUSINESS APPRECIATION MONTH** in the **COMMONWEALTH OF VIRGINIA**; and,

WHEREAS, the Town of Bedford supports its businesses and their spirit of entrepreneurship to create a vibrant and sustaining community, recognizing the struggles and resilience of the business owners, especially moving on stronger from the pandemic; and

WHEREAS, the citizens of the Town of Bedford benefit from the positive business climate, economic growth, and job opportunities that result from the contributions of businesses; and

WHEREAS, Bedford has joined the Commonwealth in creating long-term economic revitalization by embracing diversity in its business community, fully integrating technology into business practices, and providing opportunities that support the economic well-being and ensuring safety for its citizens; and

WHEREAS, businesses in the Town of Bedford are integral in moving Bedford forward by contributing their presence and energy to our robust economy; and

WHEREAS, Business Appreciation Month increases public awareness of the valuable contributions that businesses make in our community.

NOW, THEREFORE, the Town Council of the Town of Bedford does hereby recognize the month of May 2023, as **BUSINESS APPRECIATION MONTH** in the Town of Bedford, and call this observance to the attention of all our citizens.

**TOWN OF BEDFORD, VIRGINIA
TOWN COUNCIL
ACTION FORM**

ITEM: Ordinance - Readopting and Reenacting Code Provisions Dealing with Traffic Laws

DATE OF COUNCIL MEETING: May 9, 2023

DATE: May 1, 2023

PRESENTATION:

Attached is an ordinance which readopts and reenacts §34-2 of the Town Code, incorporating by reference current provisions of the Code of Virginia dealing with traffic laws and motor vehicle operation. Failure to adopt this ordinance would mean that offenders would have to be charged under the State law rather than the Town law. Any fines collected would then be payable to the State rather than to the Town. The ordinance has been posted in three locations in the Town, in accordance with §2-54 of the Town Code.

ACTION REQUESTED:

Town Council is requested to adopt the ordinance readopting and reenacting code provisions dealing with traffic laws.

| | | YES | NO | OTHER | ROUTING | |
|--------------|-------------|-----|-----|-------|-----------------|------------------|
| DATE: _____ | BLACK | () | () | () | TOWN ATTY. () | I.T. () |
| | CARSON | () | () | () | COMM. DEV. () | POLICE () |
| APPROVED () | HAILEY | () | () | () | ELECTRIC () | PUBLIC SERV. () |
| DENIED () | HARTWICK | () | () | () | ENGINEERING () | OTHER _____ () |
| DEFERRED TO: | JOHANNESSEN | () | () | () | FINANCE () | |
| _____ | SHOEN | () | () | () | FIRE DEPT. () | |
| | STANLEY | () | () | () | H.R. () | |

ORDINANCE NO.

**AN ORDINANCE TO READOPT AND REENACT SECTION 34-2 OF THE TOWN CODE
INCORPORATING BY REFERENCE CURRENT PROVISIONS OF THE CODE OF
VIRGINIA DEALING WITH TRAFFIC LAWS AND MOTOR VEHICLE OPERATION**

**BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF BEDFORD,
VIRGINIA:**

Section 1. Sec. 34-2 of the Town Code is hereby readopted and re-enacted as follows:

Pursuant to the authority of Section 46.2-1313 of the Code of Virginia, the provisions and requirements of the laws of the Commonwealth of Virginia contained in Title 46.2 in Article 9 (Sec. 16.1-278 *et seq*) of Chapter 11 of Title 16.1, and in Article 2 (Sec. 18.2-266 *et seq*) of Chapter 7 of Title 18.2, of the Code of Virginia, except those provisions and requirements the violation of which constitute a felony, and except those provisions and requirements which by their very nature can have no application to or within the Town, are hereby adopted and incorporated herein by reference and made applicable within the Town. References to "Highways of the State" contained in such provisions and requirements hereby adopted, shall be deemed to refer to streets, highways and other public ways within the Town. Such provisions and requirements are hereby adopted, *mutatis mutandis*, and made a part of this Chapter as fully as those set forth at length herein, and it shall be unlawful for any person, within the Town, to violate or fail, neglect or refuse to comply with any provision of Title 46.2 or of Article 9 of Chapter 11 of Title 16.1 or of Article 2 of Chapter 7 of Title 18.2 of the Code of Virginia, which are adopted by this Section; provided, that in no event shall the penalty imposed for the violation of any provision or requirement hereby adopted exceed the penalty imposed for a similar offense under such titles of the Code of Virginia.

Section 2. This Ordinance shall become effective on July 1, 2023, upon publication one time, immediately following its passage, in some newspaper published in the Town or upon posting at three or more public places in the Town for one week, as required by Section 19 of the Town Charter.