



**MINUTES**  
**BEDFORD COUNTY BOARD OF SUPERVISORS**  
**BEDFORD COUNTY ADMINISTRATION BUILDING**  
**SEPTEMBER 10, 2018**

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**5:00 P.M.      WORK SESSION**

- a. Introduction of new Chamber of Commerce Director Wende Gaylor by Supervisor Edgar Tuck
- b. Update from VDOT by Residency Administrator Todd Daniel
- c. Tourism Re-Branding Presentation by Tourism Director Nicole Johnson and David Mikula, President of Mikula-Harris
- d. Update on software from the I.T. Department by Chief I.T. Officer Jeff Marecic  
- *Break for dinner* -
- e. Update from VMDO Architects regarding Forest Middle School

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**SPECIAL CALLED MEETING**

- (1) Consideration of a resolution authorizing project cost for Architectural and Engineering expenditures for the renovation of Forest Middle School.

*(Resolution #R 091018-01)*

- *Presentation by School Division Chief Financial Officer Randy Hagler*

**Adjourn**

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**5:00 P.M.      WORK SESSION**

**Board of Supervisors:** Bill Thomasson, Chairman, District 1; Tommy Scott, Vice-Chairman, District 5; Edgar Tuck, District 2; Charla Bansley, District 3; John Sharp, District 4; Andy Dooley, District 6, and Kevin Willis, District 7

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**County Staff:** County Attorney Patrick Skelley, Public Works Director Sheldon Cash, Tourism Director Nicole Johnson, Administrative Manager Michelle Crumpacker, Chief Information Technology Officer Jeff Marecic, Economic Development Director Traci Blido, Marketing & Business Development Coordinator Pam Bailey, Fiscal Management Director Susan Crawford, Assistant Fiscal Management Director Sherri Goodwin, Captain Kevin Adams, and Executive Assistant Brigitte Lockett

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Chairman Thomasson called the work session to order, and then turned the meeting over to Public Works Director Sheldon Cash; Mr. Cash reviewed the items on the work session agenda and then turned the meeting over to Supervisor Tuck.

Supervisor Tuck introduced new Chamber of Commerce Director Wende Gaylor. Ms. Gaylor addressed the Board, thanking them for the opportunity to speak at the meeting. She noted she has a very active and engaged Chamber Board, and they are gearing up for the capital campaign. She said she is looking forward to working with the Board and thanked them for their time.

VDOT Resident Administrator Todd Daniel addressed the Board with an update on road projects and issues, the entirety of which is given below:

**Maintenance Activities for Previous 60 Days:**

- Ordinary Maintenance – Gravel Road Repair, Brush Removal, Shoulder Repair, Patching and Mowing
- Various Routes – Surface Treatment Contract – Complete
- Various Routes – Slurry Seal Contract – Complete
- RTE 24 (Stewartsville Rd.) – Paving – From RTE 791 (Blankenship Rd.) To Roanoke County – Complete (District 1 – Thomasson)
- RTE 619 (Jordantown Rd.) – Paving - From RTE 839 (Atkinson Hollow Rd) To RTE 699 (Bore Auger Rd.) – Complete (District 6 – Dooley)
- RTE 711 (Bethel Church Rd.) – Pipe Replacement – Complete (District 3 – Bansley)
- RTE 746 (Dickerson Mill Rd.) – Paving - From RTE 24 (Stewartsville Rd.) To RTE 684 (Rocky Ford Rd.) – Complete (District 1 – Thomasson & District 6 – Dooley)
- RTE 801 (Stoney Fork Rd.) – Paving -From RTE 122 (Moneta Rd.) To RTE 24 (Stewartsville Rd.) – Complete (District 2 – Tuck)
- RTE 801 (Flint Hill Rd.) - Paving - From RTE 747 (Joppa Mill Rd.) To RTE 746 (Dickerson Mill Rd.) – Complete (District 2 – Tuck)

**Maintenance Activities for Next 60 Days:**

- Ordinary Maintenance – Gravel Road Repair, Shoulder Repair, Ditching, Patching, Secondary Route Mowing, Tree Trimming Various Secondary Routes

- Various Routes – Regional Guardrail Contract - Guardrail repair ongoing
- RTE 122 (Moneta Rd.) – Paving – From RTE 24 (Stewartsville Rd.) To Town of Bedford – Tentative Start Date: September/October 2018 (District 2 – Tuck & District 3 – Bansley)
- RTE 460 WBL (West Lynchburg-Salem Tpk.) – Paving – From Baldwin St. To 0.47 Mi. East of RTE 681 (Magnolia Drive) - Tentative start date: September/October 2018 (District 6 – Dooley & District 7 – Willis)
- RTE 666 (Elkton Farm Rd.) – Bridge Repair over Norfolk Southern Railroad – 0.25 Mi. South of RTE 221 (Forest Rd.) – Tentative start date: Fall 2018. (District 4 – Sharp)
- RTE 699 (Bore Auger Rd.) – Superstructure Replacement – Bridge over Bore Auger Creek – 0.55 Mi. North of RTE 775 (Ivy Branch Drive) – Tentative start date: Fall 2018. (District 6 - Dooley)
- RTE 693 (Pike Rd.) – Pipe Replacement – Work Underway (District 6 – Dooley)
- RTE 699 (Bore Auger Rd.) – Pipe Replacement – Tentative start date: Fall 2018 (District 6 – Dooley)
- RTE 691 (Quarterwood Rd.) – Paving – From RTE 460 (West Lynchburg-Salem Tpk.) To RTE 726 (Wilkerson Mill Rd.) – Tentative start date September 2018 (District 6 – Dooley)
- RTE 726 (Quarterwood Rd.) – Paving – From RTE 619 (Pendleton Rd.) To RTE 691 (Quarterwood Rd.) – Work Underway (District 6 – Dooley)
- RTE 711 (Bethel Church Rd.) – Paving – From RTE 811 (Evington Rd.) To RTE 460 (East Lynchburg-Salem Turnpike) - Tentative start date: September/October 2018 (District 3 – Bansley)
- RTE 731 (Chestnut Fork Rd.) – Bridge Deck Replacement over Body Camp Creek – 0.55 Mi. East of RTE 122 – (Moneta Rd.) – Tentative start date: Fall 2018 (District 2 – Tuck)
- RTE 804 (Teass Terrace) – Superstructure Replacement – Bridge over Nininger Creek – 1.90 Mi. South of RTE 714 (Falling Creek Rd.) – Tentative start date: Fall 2018 (District 3 – Bansley)
- RTE 854 (Burnbridge Rd.) – Paving – From RTE 221 (Forest Rd.) To RTE 811 (Thomas Jefferson Rd.) – Work Underway (District 4 – Sharp)
- RTE 865 (Thomason Ln.) – Pipe Replacement – Tentative start date: Fall 2018 (District 1 - Thomasson)
- RTE 1573 (Ramblewood Rd.) – Paving – From Campbell County Line to Dead End - Tentative start date: Fall 2018 (District 4 – Sharp)
- RTE 1574 (Cameron Rd.) – Paving – From RTE 1573 (Ramblewood Rd.) To RTE 661 (Bateman Bridge Rd.) - Tentative start date: Fall 2018 (District 4 – Sharp)

**Plat/Plan Reviews:**

- 6 TRC/Concepts and 4 Plats/Site Plans reviewed for month of July.
- 8 TRC/Concepts and 3 Plats/Site Plans reviewed for month of August.

**Additions to the Secondary System:**

- Great Oaks Subdivision, Section 3 – April 2018 (District 3 – Bansley)
- Jameson Court Subdivision – February 2018 (District 5 – Scott)

**Completed Since January 1, 2018:**

- RTE 644 (Fancy Farm Rd.) – Safety and Speed Study – No change in Speed Limit. (District 7 – Willis)
- RTE 658 (Walnut Hollow Rd.) – Request for sign/marketing improvements at intersection of RTE 624 (Indered Farm Road) – Centerline marking will be added to RTE 658 at intersection (District 5 – Scott)

**Currently Underway:**

- RTE 501 (Lee Jackson Highway) – Guardrail length extension @ Solid Waste Collection Center under review (District 5 – Scott)
- RTE 616 (~~Saunders Rd.~~ Horseshoe Bend) – Review of stop bar placement and pavement markings at intersection of RTE 655 (Goodview Road) (District 1 – Thomasson & District 6 – Dooley)
- RTE 617 (Pike Rd.) – Speed and Safety Study underway (District 6 – Dooley)

**Project Status:**

- RTE 24 (Stewartsville Rd.) – Safety Improvements (HSIP) – UPC 107053 – Shoulder, guardrail, and rumble strip improvements underway. (District 1 – Thomasson)
- Bedford Welcome Center – Sidewalk Project - UPC 76401 – Work underway (District 6 – Dooley)
- RTE 43 (Peaks Rd.) – Bridge over Stoney Creek – UPC 97225 – Construction bids received August 2018. Work to commence late 2018 with anticipated completion date of spring 2020. (District 5 – Scott)
- RTE 43 (Peaks Rd.) – Bridge over Big Otter River – UPC 94722 – Construction underway with south bound half of the bridge now complete. Contractor working to build north bound lanes. Estimated completion of May 2019. (District 5 – Scott & District 7 – Willis)
- RTE 122 (Moneta Rd.) – Bridge over Goose Creek – UPC 00673 – Construction plans complete and project scheduled for September 2018 advertisement. Project completion late 2020/early 2021. (District 2 – Tuck)

- RTE 221 (Forest Rd.) – Intersections - RTE 1425 (Graves Mill Rd.) and 1426 (Grist Mill Rd.) – Smart Scale project sponsored by Central Virginia MPO to improve intersections with added turning capacity and pedestrian crosswalks. Engineering/Design underway. Right of Way phase scheduled to start July 2019 with construction advertisement in November 2020. (District 4 – Sharp)
- RTE 460 (West Lynchburg-Salem Turnpike) – S-Curves – UPC 108907 – Realign RTE 460 eastbound lanes to parallel westbound lanes. Project in Preliminary Engineering progressed through Field Inspection stage (March 2018). On schedule to start Right of Way phase in late 2018 and advertise for construction bids January 2020. (District 6 – Dooley)
- RTE 608 (Altice Rd.) – Hard surfacing an unpaved road - Rural Rustic. Work underway with scheduled completion October 2018. (District 2 – Tuck)
- RTE 621 (Cottontown Rd.) –Bridge Replacement Project – Bridge over Ivy Creek – UPC 97711 - Right of way acquisition complete. Advertise for construction bids September 2018. (District 5 – Scott)
- RTE 634 (Hardy Rd.) – UPC 62650 – Bridge replacement project underway. Construction completion December 2019. (District 1 – Thomasson)
- RTE 644 (Lankford Mill Rd.) – Bridge over Big Otter River – Bridge Replacement -UPC 97712 - ROW acquisition complete. Advertise for construction Summer/Fall 2019. (District 5 – Scott & District 7 – Willis)
- RTE 666 (Elkton Farm Rd.) – Bridge over NSRR – Bridge Replacement – UPC 104185 – ROW plans reviewed and accepted. Winter 2018 / 2019 advertisement for construction bids. (District 7 – Willis)
- RTE 684 (Rocky Ford Rd.) - Bridge over Goose Creek – Bridge Replacement – UPC 97708 - Construction bids received August 2018. Project completion of October 2019. (District 2 – Tuck & District 6 – Dooley)

Throughout his presentation, Mr. Daniel and Assistant Resident Engineer J. P. Morris answered questions from the Board. He clarified that while UDAs will improve a locality's odds for approved funding, it is not a requirement. Connecting existing neighborhoods is also not a requirement, but is desirable in new developments.

The meeting was then turned over to Tourism Director Nicole Johnson and David Mikula Harris, President of Mikula-Harris, for a presentation of the re-branding project for Tourism. Mrs. Johnson said she and her staff have been working closely with Mikula-Harris since January on a re-branding package with the goal of attracting more visitors to Bedford. She noted that Virginia Tourism Corporation and US Travel Association released numbers last week showing that Bedford 2017 tourism revenue was

\$110,000,000.00 (a 4% increase over 2016). This illustrates the point that investing in tourism is a sound economic decision. Mrs. Johnson then introduced Mr. David Mikula, who has been in advertising for the travel and tourism industry for over 20 years.

Mr. Mikula clarified that “branding” is not a logo, a name, or a tagline; rather, it’s how people feel about a destination and its reputation. He said they have been 100% focused on destination branding for the County as whole, and reviewed the research they have conducted with both visitors and stakeholders to craft the direction they have taken with this project. Mr. Mikula revealed the brand strategy as “Destination Bedford”, and “Where Ordinary Ends...Bedford Begins”, as well as the new logo for tourism.

Chief Information Technology Officer Jeff Marecic then addressed the Board with the status of the projects his department is working on. After giving an overview of how the department is organized, noting that the three new positions the Board has given him will help with the excessive workload. He also spoke to the IT upgrades being done at the Nursing Home, the progress of the Munis/EnerGov implementation, and getting the County eventually moved to Microsoft 365 once our cloud readiness assessment is complete. Mr. Marecic stated that he is about to issue the Request for Proposals for the website redesign, and noted there are also infrastructure technology upgrades in progress in many County departments. He touched on a variety of other projects his department is working on, from getting the courthouse ready for the MS-13 trial to the remodel in the Commissioner’s office (*his full presentation is available for public review in the Administration office*). Mr. Marecic ended his presentation with a quick rundown of anticipated upcoming projects, noting there is a lot of work to do but it’s an exciting environment to be in. He noted that he will be giving similar updates to the Board every quarter to keep them informed, and then answered questions from the Board. In response to a question from Supervisor Bansley, he stated their the work is completed with a combination of staff and outside contractors.

The Chairman then paused the meeting for dinner, noting the work session would resume at 7:00 pm.

When the work session reconvened, Public Works Director Sheldon Cash announced for clarification that there is no public comment period scheduled for tonight’s work session or special meeting that will follow.

Ken Thacker, Principle with VMDO Architects, Bill Downey, Cost Estimator with Downey and Scott, and Nick Rogers from CMTA, addressed the Board with a presentation regarding the design and estimated costs for the addition and renovation of the Forest Middle School. Mr. Thacker gave an overview of where they are with the project, noting that the RFP they responded to for this project was based on a 2017 study. The scope includes a substantial addition to house 1,200 students, eliminating the trailers, and completing the project by 2020; the school will continue to operate during construction. Mr. Thacker reviewed the project schedule, noting that they want to take advantage of two summers when the students and faculty are not at school, as well as moving as quickly as possible to get ahead of escalating construction

costs. He briefly reviewed the design with the Board, noting there will be a total of 54 classrooms in the school after the redesign, and that their design includes slightly more educational space than the 2017 study.

Mr. Downey then addressed the Board regarding the project costs, noting that the soft costs are at about \$4.5 million. He stated that a labor shortage is driving up costs, as well as escalating materials costs, which is bringing the hard costs in at an estimated at \$23,797,677.00; project alternates could bring the costs to \$25,722,677.00. Mr. Thacker noted that they are only a third of the way through the design process, so of course the numbers could change.

There followed a discussion between Mr. Thacker, Mr. Downey, and the Board regarding the costs, which have increased greatly since the Board was told it would cost \$22.5 million a few years ago. Supervisor Sharp stated that while everyone wants this project done right, we also want to be careful with our funds. He asked that the architects go back and “sharpen their pencils” so that the needs of the school are met without going over budget or raising taxes.

Mr. Thacker then displayed a variety of slides illustrating the design concept, noting that certain aspects of the concept could be treated as options in order to control costs. He noted that the design of the new travel pattern for buses and cars will ease congestion and increase safety. Mr. Thacker also reviewed their proposed phase plans that would ensure the safety of the students while construction was ongoing.

Following the presentation, there was a lengthy discussion between the Board, Mr. Thacker, Mr. Downey, and Mr. Rogers regarding the various aspects of this design including attendance projections; the size of the gymnasium and the need to accommodate spectators; the bus loop connections; and the new additional costs involved. Several Board members questioned why they were only now learning about the higher cost for the schools.

School Superintendent Doug Schuch noted that it was his understanding that \$500,000 was allocated as seed money by the Board of Supervisors to get this project started. He did not recall either County or School staff stating that this would be a final number for the full A&E work. Fiscal Management Director Susan Crawford commented that the \$500,000.00 was for “initial engineering” only.

The discussion continued, with the Board members reiterating several times that they had thought this project was going to be \$22.5 million. If the project is going to be over \$28 million, Administration staff will need to go back to the budget and the CIP to figure out where the extra funding will come from. The Supervisors also reiterated that the architects need to go back through their design and figure out where costs can be saved.

The Board decided to postpone a decision on the resolution authorizing project cost for architectural and engineering expenditures until the October 9<sup>th</sup> meeting. *(Note: VDMO's presentation will be kept on file in the Administration office for public review.)*

**SPECIAL CALLED MEETING**

Chairman Thomasson called the special meeting to order, and then called for a motion on Resolution #R 091018-01.

**Supervisor Dooley made a motion to postpone the vote on the Resolution #R 091018-01 authorizing project cost for Architectural and Engineering expenditures for the renovation of Forest Middle School until the October 9, 2018 meeting.**

**Voting yes: Mr. Thomasson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott, Mr. Dooley and Mr. Willis**

**Voting no: None**

**Motion passed.**

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**Vice-Chairman Scott made a motion to adjourn the special meeting.**

**Voting yes: Mr. Thomasson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott, Mr. Dooley and Mr. Willis**

**Voting no: None**

**Motion passed.**