



IN PARTNERSHIP WITH The Counties of Amelia | Buckingham | Charlotte | Cumberland
Lunenburg | Nottoway | Prince Edward

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Meeting Agenda

Commonwealth Regional Council
Wednesday, June 21, 2023 **9:00 a.m.**

TIME

Prince Edward County Courthouse Board Room, 3rd Floor, 111 South St., Farmville

- I. Welcome & Call to Order.....Chairman
- II. Invocation
- III. Pledge of Allegiance
- IV. Approval of Minutes of May 17th Council Meeting, (pg 1)..... Council Members
- V. Treasurers' Report – May/June Financial Statements, (pg 8)..... Treasurer Miles
- VI. Report of Officers, Committees & Executive Director
 - A. Chairman's Report..... Chairman
 - B. Executive Director's Monthly Activities Report, (pg 12)
 - C. Appointment of CRC Secretary
 - D. Adoption of CRC FY23-24 Budget (separate insert)
- VII. Scoping the Future – Discussion of Innovative/Regional Ideas, (pg 13)..... Council Members
- VIII. Old Business Chairman
 - A. Staff Monthly Project Reports
 - 1) Update on Regional Emergency Planning Activities, (pg 14)..... Todd Fortune
 - 2) Update on Watershed Implementation Plan (WIP) Phase III (pg 15)..... Melody Foster
 - 3) Update on Prince Edward Access Road Project, (pg 16)..... Melody Foster
 - 4) Update on Nottoway Comprehensive Plan Update (pg 17)..... Todd Fortune
 - 5) Update on Charlotte County Comprehensive Plan Update (pg 18)..... Lauren Jones
 - 6) Update on CRC Affordable Workforce Housing Development Program, (pg 19)..... Lauren Jones
 - 7) Update on GOVAR3 Entrepreneurship & Innovation Implementation, (pg 20)..... Lauren Jones
 - 8) Update on Kenbridge and Charlotte County ESHP Projects, (pg 21)..... Lauren Jones
 - 9) Update on VATI Grant for Cumberland, Lunenburg & Prince Edward, (pg 22)..... Todd Fortune
 - 10) Update on Drakes Branch Admin – SLFRF Funds Projects, (pg 24)..... Melody Foster
 - 11) Update on Drakes Branch Building Acquisition Project, (pg 25)..... Todd Fortune
 - 12) Update on Blackstone Armory-Environmental Cleanup Project, (pg 26)..... Todd Fortune
 - 13) Update CRC Regional Hazard Mitigation Plan Update, (pg 27)..... Todd Fortune
 - 14) Update on SEED Innovation Hub Project, (pg 28)..... Lauren Jones
 - 15) Update on New Regional Economic Development Organization (REDO) Grant, (pg 29)..... Melody Foster
 - 16) Council Member Comments
- IX. New Business Chairman
 - A. Staff Reports
 - 1) Update on Grant Writing, (pg 38)..... Lauren Jones
 - 2) Status - EDA Notification - Request for EDA Local Technical Assistance Funds, (pg 41)..... Melody Foster
 - 3) Update on Tyson Closing, Meeting with Virginia Secretary of Agriculture & Forestry, Matthew Lohr, (pg 42)..... Melody Foster
 - 4) Update - CRC Move to Heartland Industrial Park Building, Keysville, (pg 47)..... Melody Foster
 - 5) Council Member Comments
- X. Commonwealth Intergovernmental Review Process, None
- XI. Other Business
- XII. Council Member Comments
- XIII. Adjourn – Next Meeting Date – Wednesday, July 19, 2023 – Heartland Office

COMMONWEALTH REGIONAL COUNCIL
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**Commonwealth Regional Council
Prince Edward County Board Room
Farmville, Virginia
May 17, 2023**

Welcome & Call to Order

The Chairman, Mr. Emert, called the meeting to order at 9:00 a.m.

Invocation and Introductions

Mr. Hankins gave the invocation and led the group in reciting the Pledge of Allegiance to the American flag.

ROLL CALL**MEMBER REPRESENTATIVES****PRESENT****ABSENT**

Amelia:

Mr. Dexter Jones

*Mr. David Felts

Mr. Dexter Jones

*Mr. David Felts

Buckingham:

Mr. Thomas Jordan Miles, III

*Mr. Karl Carter

*Mr. Karl Carter

Mr. Thomas Jordan Miles, III
(Treasurer)

Charlotte:

Mr. Gary Walker

*Mr. Walt Bailey

*Mr. Walt Bailey

Mr. Gary Walker
(Vice Chairman)

Cumberland:

Mr. Brian Stanley

*Ms. Stephany Johnson

Mr. Brian Stanley

*Ms. Stephany Johnson

Lunenburg:

Mr. Mike Hankins

*Ms. Taylor Newton

Mr. Mike Hankins

*Ms. Taylor Newton

Nottoway:

Mr. Steve Bowen

*Mr. Sherman Vaughn

Mr. Steve Bowen
(Secretary)

*Mr. Sherman Vaughn

Prince Edward:

Mr. David Emert

*Dr. Odessa Pride

Mr. David Emert
(Chairman)

*Dr. Odessa Pride

Non-Member Representatives:

SVCC:

**Mr. Keith Harkins

**Mr. Keith Harkins

Longwood University:

**Ms. Sheri McGuire

**Ms. Sheri McGuire

Hampden-Sydney College:

**VACANT

**VACANT

NOTE: *Denotes Alternates

**Denotes Non-Voting Member Attending

Member County Administrators Present

Mr. Derek Stamey, Cumberland County (V)

Mr. Doug Stanley, Prince Edward County

STAFF

Ms. Melody Foster, Executive Director

Mr. Todd Fortune, Deputy Director

Ms. Lauren Jones, Regional Planner

GUESTS:

Tony Matthews, Kenbridge Town Manager

Gregg Zody, Nottoway County Planning and Economic Development Director

(V) Denotes attendees who participated virtually.

Approval of Minutes of April 19, 2023 Council Meeting:

Mr. Hankins moved and Mr. Jones seconded to approve the minutes as presented. Motion carried.

Treasurer's Report:

March/April: Mr. Emert gave the report in Mr. Miles place. He stated that he reviewed the financial report and found everything to be in order. Mr. Emert moved and Mr. Hankins seconded to approve the Treasurer's Report as presented. Motion carried.

Report of Officers, Committees & Executive Director:

Chairman's Report: There was none.

Executive Director Monthly Activities Report: Ms. Foster stated that a report was included in the Council packet. She reminded the Council that she is a Board Member for GO Virginia Region 3. She stated that she attended a GO Virginia Board Meeting quarterly meeting in South Boston. Ms. Foster also stated that she met virtually with Sarah Capps, TRRC and Michael Armbrister, WPPDC and representatives of the Virginia's Crossroads to discuss matching funds for the TRRC joint PDC Southern Virginia Regional Branding and Marketing Plan. She also reminded the Council that the CRC spends a lot of time discussing potential grant opportunities and potential grant projects with member localities. Many of which do not always become a project or grant application.

Budget Committee Report 2nd Meeting: Mr. Emert stated that the Budget Committee met twice and the Budget is in its final form. Ms. Foster stated that she will be ready to present the budget in June.

Scoping the Future - Discussion of Innovative/Regional Ideas: There was none.

Old Business:**Staff Monthly Project Reports:**

Update on Regional Emergency Planning Activities: Mr. Fortune stated that a report was included in the Council packet. The consultant procured by the CRC has finished their work on the Regional Election Security grant. The CRC has paid all invoices from the consultant. The CRC has submitted the final reimbursement request and final progress report to VDEM and are currently waiting for reimbursement from VDEM. It should be noted that VDEM is behind on grant reimbursements to the CRC for this project. The CRC is working with VDEM staff to resolve this matter. The CRC was awarded a new SHSP grant in November 2022 to fund community outreach and preparedness activities related to disaster and emergency preparedness. These funds were recently released by FEMA after being on a hold since November.

Update on Watershed Implementation Plan (WIP) Phase III: Ms. Foster stated a report was included in the Council packet. Ms. Foster stated that DEQ is pushing heavily for Planning Districts to perform BMPs. Many Planning Districts were pushing back, VAPDC met with DEQ to discuss the BMPs. Ms. Foster also stated that this year scope of work includes helping with local reporting to DEQ. Since our region is in an unregulated region, our localities are not required to submit reporting to DEQ. Now with the CRC assisting in reporting, we will submit reporting to DEQ instead. Ms. Foster announced that the 34th Annual Clean the Bay Day will have events across the state on Saturday, June 3rd.

Update on Prince Edward County Access Road Project: Ms. Foster stated that a report was included in the Council packet. Ms. Foster stated that the contractor, J.R. Caskey, Inc. has begun work on the project. The CRC is currently working with the County to submit a reimbursement request to VDOT for the 4nd construction draw request.

Update on Nottoway County Comprehensive Plan Update: Mr. Fortune stated that a report was included in the Council packet. The Planning Commission met on May 16th. At that meeting, the group continued discussions regarding alternative language for addressing solar in the plan. Mr. Fortune stated that the next planning commission held in mid-June. At this meeting they will adjust the language based on the last meeting recommendations. If the Planning Commission approves the language, then they can send a recommendation to the board for approval.

Update on Charlotte County Comprehensive Plan Update: Ms. Jones stated that a report was included in the Council packet. A work session was held with CRC staff and the Planning Commission on April 25th. During this meeting, the Berkley Group lead a discussion regarding the draft solar language that will be included in sections IV, V, and VI of the Plan. The consultant developed this language from the previous solar work sessions. The Planning Commission asked for some changes and the Berkley Group worked to complete these changes. The next work session will be held on May 23rd. The CRC will review the revised draft Section IV and Future Land Use Map. With time permitting, the group will also begin discussions on draft section V.

Update on CRC Affordable Workforce Housing Development Program: Ms. Jones stated that a report was included in the Council packet. Ms. Jones proceeded to provide a media presentation of the site visit tour CRC staff participated in on April 25th. During this site tour, the CRC staff visited four active construction sites. The first stop on the tour was Kenbridge, where we visited 114 and 120 S Broad Street. Hernandez Home improvements has completed framing work on 114 and is now working to add the support beam on 120. The next stop on the tour was Blackstone. The contractor has

finished framing, siding, shingles, and set the deck. The contractor is expected to finish the home in June. We visited two construction sites for Piedmont Habitat. Cardinal Homes delivered and set two of the homes in Crewe. Piedmont Volunteer's are currently working to complete the remaining work on Andrew Drive in Farmville and California Ave in Crewe.

Update on GO Virginia Region 3 Entrepreneurship and Innovation Implementation: Ms. Jones stated that a report was included in the Council packet. A budget revision was submitted to Go Virginia. The CRC continues to track expenses versus match for the applicant and reviewing submitted expenses to be reported to GO Virginia.

Update on Kenbridge and Charlotte County Emergency Supplemental Historic Preservation (EHSP) Fund Projects: Ms. Jones stated that a report was included in the Council packet. The CRC is assisting the Town of Kenbridge and Charlotte County with grant-funded projects through the Department of Historic Resources to make repairs to historic structures that were damaged by Hurricane/Tropical Storm Michael. The Harris and Sons contractor hired by the Town of Kenbridge has restarted work on the Town Hall. The contractor will need to complete the remaining carpentry work and finish painting the building. Mr. Matthews stated that the project is more than 75% complete. Contractors hired by Charlotte County have completed the landscaping, excavation and HVAC work. Charlotte County staff has prepared and posted an IFB for the plaster repairs. The bids closed on April 3rd with no submitted bids. The IFB has been reissued and distributed directly to identified vendors with hopes of finding someone to complete the job.

Update on VATI Grant for Cumberland, Lunenburg and Prince Edward: Mr. Fortune stated that a report and map was included in the Council packet. The CRC was awarded a grant by DHCD through the Virginia Telecommunication Initiative (VATI) program to provide funding to Kinex Telecom to complete a fiber buildout in part of Cumberland County, all of Prince Edward County, and part of Lunenburg County. James Garrett, Kinex Telecom, has advised that as of May 5th, Kinex and their contractor has completed more than 2,493 passings and about 435 installs for new customers. Mr. Garrett advised that he believes Kinex is on track to meet their goal of 30% of the total project passings completed by December 31st. After a recent meeting with Stake Center and Brightspeed, he informed stake Center that Kinex will follow procedures and handle utility markings for house installs moving forward due the continued concerns of the quality of work by Stake Center. Mr. Fortune stated that there was a map included in the packet also that shows the completed and non-completed areas. Mr. Stanley mentioned that they will transitioning crews over from middle mile to last mile crews over the course of the new few weeks to increase the number of installs for new customers.

Update on Drakes Branch SLFRF Projects: Ms. Foster stated that a report was included in the Council packet. The CRC assisted the Town of Drakes Branch to advertise and request proposals for the new town water metering system. This metering system includes remote road functionalities, antennae/receivers, software, leak detection and billing functionality, training for staff, and the purchase of new/replacement water meters. The Town received four proposals, all under the Town's proposed budget for the project. The Town will be awarding the project to Borderline.

Update on Drakes Branch Building Acquisition Project: Mr. Fortune stated that report was included in the Council packet. The CRC is assisting the Town with implementation of a Hazard Mitigation Grant Program grant from FEMA through VDEM to fund the acquisition and removal of nine buildings in the Town's Central Business District. These buildings are located within the floodplain and are subject to periodic flooding. The appraisal firm retained by Town, EPR, PC, has developed appraisal reports for all of the affected properties and submitted the reports to the town. The Town attorney is now preparing to conduct title searches for each property.

Update on Blackstone Armory VBAF Grant: Mr. Fortune stated that report was included in the Council packet. The CRC is assisting the Town with implementation of a Virginia Brownfields Assistance Fund (VBAF) grant through VEDP to undertake asbestos remediation, underground tank removal, and lead abatement at the Harris Memorial Armory Center in Blackstone. This work is part of a larger planned renovation to convert the Armory into a multi-use facility, which would include job training programs for the hospitality industry. Mr. Fortune stated that the contractors retained for the asbestos abatement – Waco, Inc. – and underground tank removal – Hydrogeo Environmental – have begun work on their respective tasks. Waco Inc. has completed the asbestos abatement work and Hydrogeo Environmental had removed the underground tank. The contractor has prepared and submitted the required paperwork for reporting to DEQ. The lead abatement work was awarded to Waco, Inc. The contract has been executed and a Notice to Proceed has been issued. The lead abatement work is scheduled to begin May 15th. The work is expected to be completed by September 30th. The work is on track to be completed by then.

Update on CRC Hazard Mitigation Plan Update: Mr. Fortune stated that a report was included in the Council packet. Mr. Fortune stated that FEMA Region 3 staff has advised that they will not be able to review and give pre-approval to our plan before new FEMA requirements take effect. Therefore, there are some additional requirements that will need to be met for the Plan to receive preliminary approval from FEMA. CRC staff meet with FEMA to discuss the new requirements. Since the meeting, CRC staff and the Berkley Group is working on making additional changes. We are targeting mid-May for submitting the revisions to VDEM and FEMA region 3 staff for review.

Update on SEED Innovation Hub Project: Ms. Jones stated that a report was included in the Council packet. The CRC is assisting the Longwood Real Estate Foundation (REF) in implementation of three grants that were awarded to the REF for the completion of the SEED Innovation Hub. Grants are from the U.S. EDA, the Tobacco Commission, and GO Virginia (GOVA). The Covenant of Use for the project is currently being rereviewed by the EDA legal team.

Update on CRC GO Virginia Grant – Development of Business Plan and Strategy for NEW REDO: Ms. Foster stated that a report was included in the Council packet. The two consultants: Timmons Group and Mangum Economic and Creative Economic Development Consulting held a Kick off Meeting Date for both the Working Subcommittee meeting and Advisory Board Meeting was held at the Heartland Business Park Building on May 1st. The consultant team is setting up interviews with Economic Development staff in each county and higher education representatives from Longwood University, SVCC, and Hampden Sydney to set up virtual input meetings.

Council Member Comments: No Comments

New Business:

Staff Reports

Update on Grant Writing: Ms. Jones stated a copy of the grant writing report was included in the Council packet. Ms. Jones stated that the CRC is working with the Town of Victoria and the Town of Kenbridge with a potential application to the Virginia Outdoor Foundation – Preservation Trust Fund to expand an existing trail. CRC staff also met with the Farmville Downtown Partnership regarding a potential grant opportunity. CRC staff participated in meeting with Buckingham County Representatives and Sarah Capps to discuss potential funding opportunities through the Tobacco Commission.

Ms. Jones also stated that the CRC is assisted two localities – Prince Edward County and the Town of Charlotte Court House with applications to the Virginia Department of Health-Office of Drinking Water for various projects. Applications were due in early May. The CRC also assisted with submitting applications with the Amelia Rescue Squad with a Centra grant and the Town of Blackstone with a Resurgence Grant through Virginia Main Street program. Mr. Matthews mentioned that he was notified that the Town of Kenbridge was not awarded the AARP grant fund the purchase of a HVAC unit for Kenbridge Recreational Center. The CRC assisted the Town of Kenbridge with submitting the AARP application.

EDA Notification – Request for EDA Local Technical Assistance Funds: Ms. Foster stated that the report is included in the Council Packet. Ms. Foster stated that CRC’s application for EDD Planning activities has been selected for further consideration for funding. Ms. Foster stated that this does not guarantee final approval of funding just that we moved to the next stage in the review process. The CRC has submitted the request for additional documentation. Ms. Foster stated that she checks in with the EDA on a weekly basis.

Letter to Governor Youngkin, Poultry Farmers: Ms. Foster stated that the letter that was sent to Governor Youngkin was included in the Council Packet. This letter was in reference to the recent closure of Tyson poultry operations in Glenn Allen. The office of the Secretary of Agriculture and Forestry reached out and requested a meeting. The meeting is tentatively scheduled for May 23rd.

CBDG Regional Priorities: Ms. Jones stated that the CBDG Regional Priorities resolution was included in the Council packet. Ms. Jones stated that the CBDG Regional Priorities is sent out each year by DHCD to help determine a Planning District’s funding priorities for the region. The CRC sent out a questionnaire to each locality to determine their funding priorities. Based off the results of this questionnaire, the CRC determined this year’s funding priorities. If approved, this resolution will be submitted to DHCD to help them make decisions on CBDG applications this year. Ms. Jones asked for a motion to approve this resolution. Mr. Carter moved and Mr. Jones seconded. The motion carried.

2022 Recycling Metals Report: Ms. Foster stated that the 2022 Recycling Metals Report was included in the Council Packet. Ms. Foster stated that the CRC comprised the aggregated report for the entire CRC region for the localities to submit for state reporting purposes. She stated that one recycler did not respond. ABC recycling that is locate in Lunenburg did not respond. Lunenburg staff is reaching out to ABC recycling to find out why. Mr. Emert recommended that we look into Elite recycling out of Brookneal stating that this seemed really low recycling participation across the region.

CRC Lease with VHRIFA Executed and Moving Date: Ms. Foster stated that she wanted to give an update on the move. The lease has been signed and the CRC is estimating to start moving in June assuming we can find a mover. Ms. Foster stated that she has contacted several moving companies with no luck so far. Ms Foster stated that we will be working with STEPS to shred any necessary documents.

Council Member Comments: Mr. Bailey stated HB 2175 that directs Fire and EMS spending needs for the State. Mr. Bailey stated that he serves on the working group and that they will be sending out a survey to the County Administrator to better understand these needs to develop a needs assessment. He stated that please be on the lookout for this survey.

Commonwealth Intergovernmental Review Process (CIRP): There were none.

Other Business: There was none.

Council Member Comments: There was none.

Adjournment, Next Meeting: Mr. Hankins moved and Mr. Bailey seconded to adjourn the meeting. Motion carried. The meeting adjourned at 9:43 a.m. The next meeting was set for Wednesday, June 21st, at the Prince Edward Court House in Farmville, Virginia.

Mr. David Emert, Chairman
(Note – New CRC Secretary to be appointed)

Treasurer's Report - Cash on Hand & Account Balances

For the Period of May 12, 2023 through June 14, 2023

<u>Cash on Hand</u>	<u>Period Ending</u>	<u>Year to Date</u>
Total Income	\$ 648,949.70	\$ 4,189,890.60
Total Expenses	\$ 542,205.73	4,068,226.36
Net Income	\$ 106,743.97	\$ 121,664.24
Cash on Hand	\$ 872,886.14	\$ 872,886.14

Account Balances as of June 14, 2023

Benchmark (M2)	\$ 234,268.02
BB&T (M1)	\$ 478,513.05
Benchmark (CD1)	\$ 53,103.58
Benchmark (CD2)	\$ 15,035.84
BB&T (PR)	\$ 22,671.30
BB&T (Oprtg)	\$ 69,294.35
	\$ 872,886.14

Prepared by: Melody Foster, May 10, 2023

****Note:** Items 47050, 47060 and 47070 are pass-thru revenue funds for current grant projects and are not counted as income for the CRC. Corresponding expenses categories are 79035, 79036 & 79045.

*47050/79035 VDEM SHSP Regional Election Security Grant (CRC has received all payments)

*47060/70045 VH PDC Housing Program Funds

*47070/79036 VATI Regional Broadband Grant (Received \$64,088.25 not paid out yet to Kinex)

*****Item 47000/79030 Pass Thru Funds Other - \$49,917.00 was received from DHR and paid out to Kenbridge & Charlotte for the DHR funded projects. DHR mistankingly paid the CRC instead of directly making payment to Kenbridge and Charlotte. In order to not hold up payments, the CRC accepted the funds and passed on funds to localities.**

Commonwealth Regional Council Financial Statement

May 12 through June 14, 2023

	May 12 - Jun 14, 23	Budget	Jul 1, '22 - Jun 14, 23	YTD Budget	Annual Budget
Income					
40000 · Revenue					
43000 · Local Member Investment					
43010 · Amelia Local Member Investment	0.00	1,760.40	19,000.00	18,155.63	19,000.08
43020 · Buckingham Local Member Investm	0.00	1,760.40	19,000.00	18,155.63	19,000.08
43030 · Charlotte Local Member Investme	0.00	1,760.40	19,000.00	18,155.63	19,000.08
43040 · Cumberland Local Member Investm	0.00	1,760.40	19,000.00	18,155.63	19,000.08
43050 · Prince Ed Local Member Investme	0.00	1,760.40	19,000.00	18,155.63	19,000.08
43060 · Lunenburg Local Member Investme	0.00	1,760.40	19,000.00	18,155.63	19,000.08
43095 · Nottoway County	0.00	1,760.40	19,000.00	18,155.63	19,000.08
Total 43000 · Local Member Investment	0.00	12,322.80	133,000.00	127,089.41	133,000.56
Total 40000 · Revenue	0.00	12,322.80	133,000.00	127,089.41	133,000.56
44000 · VA Regional Cooperation	0.00	8,336.02	89,971.00	85,972.25	89,970.96
45000 · Project Funding					
45870 · Homeland Security-Reg Em Gran-5	0.00	0.00	16,521.49	0.00	0.00
45880 · CRC Regional Haz Mit Plan Updat	0.00	5,635.07	29,366.96	60,179.02	62,978.04
45890 · Nottoway Comp Plan Update	0.00	2,408.96	0.00	24,844.48	26,000.04
45900 · Prince Edward Access Road Admin	0.00	1,148.90	7,500.00	11,848.97	12,400.08
45910 · Lunenburg AFGS Grant Admin 2	0.00	0.00	713.22	0.00	0.00
45940 · GoVARS3EII Grant Admin	4,637.50	4,297.63	4,637.50	4,430.95	4,637.04
45955 · PDC Housing Program	3,909.52	1,853.05	16,019.44	19,111.15	20,000.04
45960 · PE Yak Attack Admin	0.00	46.33	0.00	477.82	500.04
45965 · Charlotte Comp Plan Update	0.00	2,362.64	0.00	24,366.67	25,500.00
45970 · Kenbridge ESHPF Grant Admin	12,150.00	2,251.45	12,150.00	23,220.00	24,300.00
45975 · Charlotte ESHPF Grant Admin	17,496.00	1,801.16	17,496.00	18,576.00	19,440.00
45980 · SHSP Regional Election Security	2,916.00	270.17	2,916.00	2,786.40	2,916.00
45985 · VATTI Regional Broadband Grant	0.00	3,042.06	19,900.00	31,373.83	32,833.08
45990 · Drakes Branch SLFRF Admin	3,048.50	282.51	3,048.50	2,913.57	3,049.08
45995 · Drakes Branch VDEM Grant Admin	9,000.00	1,806.72	9,000.00	18,633.33	19,500.00
Total 45000 · Project Funding	53,157.52	23,538.65	139,269.11	242,762.19	254,053.44
46000 · Other Funding					
46005 · DEQ 2021 CRC WIP II Assistance	0.00	5,373.84	58,000.00	55,422.30	58,000.08
46010 · VDOT-Transport Planning	0.00	5,373.84	23,361.72	55,422.30	58,000.08
46040 · Interest Income	29.61	74.12	542.15	764.48	800.04
46050 · Misc. Income	0.00	0.00	1,616.55	0.00	0.00
Total 46000 · Other Funding	29.61	10,821.80	83,520.42	111,609.08	116,800.20
47000 · Pass Thru Fundds					
47050 · VDEM SHSP Elec Security Grant	23,061.90	0.00	92,247.60	0.00	0.00
47060 · VH PDC Housing Program Funds	464,758.97	0.00	611,268.49	0.00	0.00
47070 · VATTI Broadband	107,941.70	0.00	2,990,696.98	0.00	0.00
47000 · Pass Thru Fundds - Other	0.00	0.00	49,917.00	0.00	0.00
Total 47000 · Pass Thru Fundds	595,762.57	0.00	3,744,130.07	0.00	0.00
Total Income	648,949.70	55,019.27	4,189,890.60	567,432.93	593,825.16
Expense					
71000 · Personnel Costs					
71010 · Salary Distribution	14,384.62	21,620.43	216,620.35	222,978.97	233,350.08
71040 · Payroll Expenses (SS/FICA)	1,100.42	1,653.95	16,571.46	17,057.70	17,851.08

**Commonwealth Regional Council
Financial Statement
May 12 through June 14, 2023**

	May 12 - Jun 14, 23	Budget	Jul 1, '22 - Jun 14, 23	YTD Budget	Annual Budget
71150 - Unemployment Ins.	0.00	10.20	58.86	105.15	110.04
71200 - VRS Contribution	3,465.73	4,808.38	48,520.86	49,590.47	51,897.00
71300 - Staff Memberships	0.00	282.59	3,000.00	2,914.48	3,050.04
71350 - Staff Train/Conference	3,503.00	648.58	8,576.41	6,688.97	7,000.08
71400 - Workmens Comp Ins	488.00	46.33	488.00	477.82	500.04
71500 - Group Health Insurance	2,418.35	2,964.88	31,495.19	30,577.82	32,000.04
71600 - Life Insurance	31.65	32.43	328.20	334.48	350.04
71700 - Other Staff Costs	0.00	44.67	0.00	460.62	482.04
71750 - Employee Cell Phone Stipend	150.00	222.36	2,250.00	2,293.33	2,400.00
Total 71000 - Personnel Costs	25,541.77	32,334.80	327,909.33	333,479.81	348,990.48
72000 - Office Operations					
72005 - Cleaning & Maint.-Bldg	160.00	192.72	2,000.00	1,987.63	2,080.08
72010 - Lease Costs	1,500.00	1,667.74	16,500.00	17,200.00	18,000.00
72015 - Utilities	0.00	231.64	2,141.96	2,388.97	2,500.08
72020 - Telephone/Internet Costs	299.10	398.42	3,631.43	4,108.97	4,300.08
72030 - Postage and Freight	0.00	138.98	1,360.78	1,433.33	1,500.00
72035 - Express Mail	0.00	11.12	0.00	114.67	120.00
72040 - Consumable Supplies	0.00	324.28	3,220.42	3,344.48	3,500.04
72050 - Dues and Subscriptions	38.00	32.43	136.00	334.48	350.04
72060 - Office Insurance	95.00	9.27	95.00	95.63	100.08
72070 - Administrative Costs	2,225.00	1,204.49	11,700.00	12,422.30	13,000.08
72080 - Office Costs - Other	274.33	277.96	897.23	2,866.67	3,000.00
72085 - Office Moving Expense	1,300.00	0.00	1,300.00	0.00	
Total 72000 - Office Operations	5,891.43	4,489.05	42,982.82	46,297.13	48,450.48
73000 - Office Equipment					
73010 - Office Equipment	0.00	833.87	0.00	8,600.00	9,000.00
73030 - Equipment Maintenance	0.00	277.96	0.00	2,866.67	3,000.00
73040 - Equipment Repair	0.00	185.31	363.45	1,911.15	2,000.04
73050 - Equipment - Other	49.98	370.62	2,386.14	3,822.30	4,000.08
Total 73000 - Office Equipment	49.98	1,667.76	2,749.59	17,200.12	18,000.12
74000 - Auto/Staff Travel					
74020 - Staff Mileage	134.93	463.28	4,491.64	4,777.93	5,000.16
Total 74000 - Auto/Staff Travel	134.93	463.28	4,491.64	4,777.93	5,000.16
75000 - Meetings/Memberships					
75010 - Council Meetings	0.00	481.80	1,412.79	4,968.97	5,200.08
75020 - Committee Meetings	0.00	37.07	0.00	382.30	400.08
75030 - Staff Meetings	43.51	46.33	204.49	477.82	500.04
75040 - Council Memberships	100.00	389.14	4,141.76	4,013.33	4,200.00
75050 - Other Meeting Costs	0.00	18.53	0.00	191.15	200.04
75060 - Public Official Insurance Cov.	1,741.00	166.77	1,741.00	1,720.00	1,800.00
Total 75000 - Meetings/Memberships	1,884.51	1,139.64	7,500.04	11,753.57	12,300.24
77000 - Collateral Materials					
77010 - Web Page Costs	0.00	296.50	1,962.01	3,057.82	3,200.04
Total 77000 - Collateral Materials	0.00	296.50	1,962.01	3,057.82	3,200.04
78000 - Local Relations					
78010 - Newsletter/Annual Report	0.00	4.64	0.00	47.82	50.04
78030 - Other	0.00	92.66	0.00	955.63	1,000.08
Total 78000 - Local Relations	0.00	97.30	0.00	1,003.45	1,050.12

Commonwealth Regional Council
Financial Statement
 May 12 through June 14, 2023

	May 12 - Jun 14, 23	Budget	Jul 1, '22 - Jun 14, 23	YTD Budget	Annual Budget
79000 - Other Program Costs					
79030 - Planning Project Costs					
79035 - SHSP Elec Security- Consultant	0.00		92,247.60		
79036 - VATI Broadband	43,853.45	0.00	2,926,608.73	0.00	
79045 - VH PDC Hous Prog-Partner Expens	464,758.97	0.00	611,268.50	0.00	
79030 - Planning Project Costs - Other	90.69	926.53	50,506.10	9,555.63	10,000.08
Total 79030 - Planning Project Costs	508,703.11	926.53	3,680,630.93	9,555.63	10,000.08
79050 - Contingency Costs	0.00	926.53	0.00	9,555.63	10,000.08
Total 79000 - Other Program Costs	508,703.11	1,853.06	3,680,630.93	19,111.26	20,000.16
Total Expense	542,205.73	42,341.39	4,068,226.36	436,681.09	456,991.80
Net Income	106,743.97	12,677.88	121,664.24	130,751.84	136,833.36



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Prince Edward

MEMORANDUM:

TO: CRC Representatives
FROM: Melody Foster, Executive Director
SUBJECT: CRC Executive Director Monthly Activities
DATE: June 14, 2023

- In response to CRC letter to the Governor, corresponded with Secretary of Agriculture, Matthew Lohr's office to set up meeting with localities and farmers to discuss the Tyson Facility closure.
- Met with CRC Budget Committee to review second draft of FY23-24 Budget. Worked with Committee to finalize budget for June adoption by the CRC.
- Attended and provided comments at VDOT/CTB Spring Public Input Meeting in Lynchburg, VA.
- Hosted meeting with Secretary of Agriculture, Matthew Lohr and other state agency representatives, local government, and poultry farmers to discuss short- and long-term actions for the region regarding the Tyson Facility closure at the Heartland Industrial Park office building.
- Met with Reliable Movers to receive cost estimate and sign agreement for moving the CRC office to Keysville.
- Met with Delegate Wright to discuss the CRC services and discuss projects in the CRC region.
- Corresponded with CRC REDO Consultants on upcoming Working Committee Meeting.
- Sent out CRC REDO Working Committee packet to committee members for the June 5th meeting.
- Attended virtually VAPDC Executive Directors Meeting.
- Participated in 2nd CRC REDO Working Committee Meeting on June 5th.
- Corresponded with Zachery McKinney Technology to receive quote for Managed IT services.
- Corresponded with ITG to receive quote for Managed IT services.
- Reviewed Fortiline Contract for services for the Drakes Branch Water Meter project and provided comments.
- Attended bi-weekly virtual meetings with Consultants regarding CRC REDO.
- Met virtually with Jake Kline, DEQ, to review submitted CRC WIP III Scope of Work for FY24.
- Corresponded with VDOT regarding Transportation Alternative potential application.
- Corresponded weekly with Lauren Stuhldreher, EDA to receive updates on EDA funding request.
- Corresponded and confirmed with Key Office Supply to move CRC computers and copier to new office location in Keysville and network computers/copier at new location (June 26)
- Corresponded with local vendors to receive quote for dumpster to dispose of trash and arranged date of June 28th and June 29th for delivery of dumpster (Wood Property Services).
- Corresponded with Piedmont Regional Jail to arrange for use of supervised inmates to haul trash from CRC office out to dumpster in parking lot after CRC move (June 28)
- Corresponded with Piedmont Habitat for Humanity to confirm their acceptance of donated surplus office items and the determination they would pick the items up from the CRC office.
- Corresponded with Amelia County to receive executed agreement for CRC Services to Update noted sections of County Comprehensive Plan (6-month project).
- Submitted invoices for projects to localities.
- Reviewed and provided input on staff assigned projects.
- Prepared CRC monthly financial statement for CRC packet.
- Prepared bills for payment to Accountant for processing & Treasurer' review and signature.



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Scoping the Future List of Innovative/Regional Ideas

Ideas Previously Discussed:

- Creation of New Regional Economic Development Initiative
- ~~Exploring establishing county cigarette tax and a regional cigarette tax board~~
- Building Entrepreneurial Economies (BEE) Grant Program through DHCD
- CEDS/EDD Funding
- Aeronautical Grants for Drone Industry
- Triage Emergency Dispatch Program
- Lack of Work Force Training - Ways for CRC to get involved, including working with Southern VA Go Region & SVCC
- Work with the Buckingham Historical Society on grant opportunities
- Establish de-regulation requirements for mandates on rural localities (tiered approach).
- Broadband Support by the CRC
- Expand Health Care Providers in the Region
- Aging Plan for the Region (grants to develop)
- High Bridge Trail State Park Expansion to Burkeville

New Ideas:

- _____
- _____

Note: Items stricken through have been addressed or pursued.



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MEMORANDUM

TO: CRC Council Members

FROM: Todd Fortune *Todd Fortune*
Deputy Director

DATE: June 12, 2023

SUBJECT: Update on Regional Emergency Planning Activities

As you are aware, the CRC received State Homeland Security Program (SHSP) funding for the CRC Regional Election Security Grant awarded in 2020 to assist local registrars with election security improvements as identified in Virginia House Bill (HB) 2178. As a reminder, the CRC was granted an extension on this grant until March 31, 2023 due to the delay between grant award and execution of the grant agreement (as the project was funded under a FEMA National Priority, Enhancing Cyber Security, FEMA put a hold on the funds at the time of award).

Update: The project work was completed in January, and final invoices were submitted to VDEM in February. The CRC had been waiting on reimbursement for two consultant invoices and CRC costs for project administration. The CRC received reimbursement on one of the outstanding requests for the consultant work on May 5. The CRC received reimbursement for the final consultant invoice and CRC costs (project administration) on June 2.

As a reminder, the CRC was awarded a new SHSP grant in November 2022 to fund community outreach and preparedness activities related to disaster and emergency preparedness. This grant was funded under a FEMA National Priority, Community Preparedness. Consequently, as with the Election Security project mentioned above, FEMA has placed on hold on these funds. That hold was released on May 16. The CRC was asked to re-enter information from the grant application in the grant portal, which has been done. As of today, we are still waiting for VDEM to complete their review of that information. Once VDEM approves the information, the CRC can execute the grant agreement and work may begin on the project.

As always, please do not hesitate to contact me if you have any questions.

cc: Melody Foster



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MEMORANDUM:

TO: CRC Council Members
FROM: Melody Foster, Executive Director
DATE: June 14, 2023
SUBJECT: Watershed Implementation Plan (WIP) III (Contract VI) – Monthly Update

As you are aware, the Commonwealth Regional Council (CRC) has been assisting the Department of Environmental Quality (DEQ) in the implementation of Phase III of its Watershed Implementation Plan (WIP). The following activities have taken place since the last CRC Council meeting.

- Activities undertaken so far, include:
 - Researching and sending along grant opportunities to localities.
 - Updating CRC website and Facebook page.
 - Meeting (virtually) with Jake Kline, DEQ to review CRC submitted FY24 Scope of Work. All items were approved.
 - DEQ has determined that all PDC's participating in the WIP III Contracts will receive the full \$58,000 for FY24.
 - Working with Extension Service to schedule another Rain Barrel Workshop this Summer at the new CRC office location in Keysville.

TO: CRC Representatives/Prince Edward County IDA

FROM: Melody Foster, Executive Director

SUBJECT: Prince Edward Access Road Project – Update

DATE: June 14, 2023

The CRC is assisting Prince Edward County with administration of the Prince Edward Access Road Project. Prince Edward County has received four TRRC grants and VDOT funding to assist with funding of the project.

The Contractor, J.R. Caskey, Inc. is continuing to work on the access road. The contractor is nearing completion of underdrain installation and has begun placing the roadway subbase stone. Paving will begin next week.



(Photo, June 14th – Drone shot, Timmons Group)



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MEMORANDUM

TO: Ted Costin, County Administrator
Members of Nottoway County Board of Supervisors

FROM: Todd Fortune *Todd Fortune*
Deputy Director

DATE: June 12, 2023

SUBJECT: Nottoway County Comprehensive Plan Update – Monthly Update

As you are aware, the Commonwealth Regional Council (CRC) is assisting Nottoway County with an update of the County's Comprehensive Plan. As part of the CRC's efforts to assist the County, the following activities have occurred since the last update on May 9, 2023:

- The Planning Commission met on May 16th to review the latest revisions to the Draft Plan. The group asked for a few more changes, which the CRC have made.
- The next Planning Commission meeting is scheduled for June 13th. At that meeting, the group will review the draft Plan and discuss next steps regarding recommendations to the Board for Plan adoption.

Please do not hesitate to contact me if you have any questions.

cc: Melody Foster, Executive Director, CRC



MEMORANDUM

TO: Dan Witt, County Administrator
Members of the Charlotte County Board of Supervisors

FROM: Lauren Jones
Regional Planner

DATE: June 6, 2023

SUBJECT: Charlotte County Comprehensive Plan Update – Monthly Update

As you are aware, the Commonwealth Regional Council (CRC) is assisting Charlotte County with an update of the County's Comprehensive Plan. As part of the CRC's efforts to assist the County, the following is a summary of what has occurred since the last update on May 2nd:

- The last work session was held with the Planning Commission on May 23rd. The CRC reviewed the revised draft Section IV (Land Use) and draft of Section V (Special Policy Areas) including the revised solar language provided by the Berkley Group.
- The next work session will be held on June 27th. The CRC will review the revised draft Section IV (Land Use) and draft Section V (Special Policy Areas). With time permitting, the group will also begin discussions on draft of Section VI (Goals, Objectives, and Strategies).

Please do not hesitate to contact me if you have any questions.

cc: Todd Fortune, Deputy Director, CRC
Monica Elder, Assistant County Administrator



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MEMORANDUM:

TO: CRC Representatives

FROM: Lauren Jones, Regional Planner

SUBJECT: CRC Affordable Workforce Housing Development Program

DATE: June 12, 2023

As you are aware the CRC has received \$2 million in grant funds from Virginia Housing to establish 21 affordable and workforce housing units in the CRC region **over a 48-month period**. CRC staff time on the project is also covered by this grant award.

Project: The Affordable Workforce Housing Development Program has established three housing partners: Piedmont Habitat for Humanity, Smyth Properties, and The Town of Blackstone. Piedmont Habitat will be installing 11 modular homes in the Towns of Farmville, Keysville, and Crewe. Smyth Properties will be establishing seven (7) units for lease through adaptive reuse of downtown properties in Kenbridge. The Town of Blackstone and their partner, Southside Outreach, will be building three (3) homes in Blackstone for home ownership.

Update:

- Piedmont Habitat – Cardinal homes delivered and set the two homes on California Ave in Crewe. Piedmont's volunteers are currently working to complete the remaining work on Andrew Drive in Farmville and California Ave in Crewe. All Andrew Drive homes are expected to be completed and closed by the end of July.
- Smyth Properties – Demolition has been completed at 114 and 120 S Broad Street in Kenbridge. Hernandez Home improvements has completed the framing work for 120 S Broad Street and is now working to complete the framing work for 114 S Broad Street.
- Town of Blackstone/ Southside Outreach – The Building Inspector has completed a roughed-in inspection of the electrical, plumbing, and HVAC on the first home. The contractor has installed the wall installation and hung and taped the drywall. Southside Outreach are currently working on selecting colors of the flooring, paint, and kitchen countertops. The next two homes are expected to be bid out over the course of the next few weeks.

The CRC has assembled and submitted the June monthly reimbursement request to Virginia Housing for construction expenses.



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TO: Commonwealth Regional Council

FROM: Lauren Jones

SUBJECT: GO Virginia Region 3 Entrepreneurship & Innovation Implementation Project

DATE: June 13, 2023

Project: The CRC is assisting the Longwood Office of Community & Economic Development (Longwood OCED), Southern Virginia Innovation Hub (SOVA HUB), Mid-Atlantic Broadband Communities Corp. (MBC) with grant administration of their \$449,000 funded Entrepreneurship & Innovation Implementation Project.

Project Synopsis: This project is a robust training initiative that will build capacity and connections. The two-year program will train 200 entrepreneurs. Dozens of businesses and jobs are expected to be created as a result. Funding is paired with other leveraged funding.

Update:

The CRC has assembled and submitted Reimbursement Request #6 to SPDC. The CRC continues to track expenses vs match for the applicant and reviewing submitted expenses to be reported to GO Virginia.



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TO: Commonwealth Regional Council

FROM: Lauren Jones, Regional Planner

SUBJECT: Emergency Supplemental Historic Preservation Funds (ESHP)
Town of Kenbridge and Charlotte County Project Update

DATE: June 13, 2023

Project: The CRC is assisting Charlotte County and the Town of Kenbridge with grant administration of the two grant funded projects.

Project Synopsis: Kenbridge Town Hall Repairs project – grant funds will be utilized to repair the Kenbridge Town Hall which was damaged during Hurricane Michael. Charlotte County Courthouse Complex Drainage project – grant funds will be utilized to address moisture issues for the Charlotte Courthouse Complex that flooded and was damaged during Hurricane Michael.

Project Update:

Kenbridge Town Hall Repairs Project – The contractor, Harris and Sons, has completed the remaining painting on the Town Hall. The contractor will still need to complete the remaining carpentry work on the building (only a small portion of this work will be covered by this grant). The CRC and DHR will complete a final site visit on June 13th.

Charlotte County Courthouse Complex Drainage Project – Charlotte County staff reissued the IFB and distributed directly to identified vendors with hopes of finding someone to complete the job. The bid closed on May 31st with one submitted IFB. The bid was over budget by \$1060. To cover the additional funds, Charlotte County staff proposed to the Board of Supervisors that the County pay out of pocket for the remaining costs. The Board approved to pay the additional costs for plaster repairs. The County awarded the bid to Virginia Drywall and Plaster, LLC. The CRC will remain in contact with Charlotte County to see the progression of the project.

****The Emergency Supplemental Historic Preservation Funds (ESHP) were only available through the Department of Historic Resources to localities that suffered historic property damage due to Hurricane Michael. Localities had to be listed in the Hurricane Florence and/or Hurricane Michael Major Disaster Declaration to be eligible for assistance.**



MEMORANDUM

TO: CRC Council Members

FROM: Todd Fortune *Todd Fortune*
Deputy Director

DATE: June 12, 2023

SUBJECT: Virginia Telecommunications Initiative (VATI) Grant for Cumberland,
Lunenburg, and Prince Edward Counties – Monthly Update

Project: CRC VATI grant for the expansion of broadband in Cumberland, Lunenburg, and Prince Edward Counties. The project involves working with Kinex Telcom, a local internet service provider.

Update:

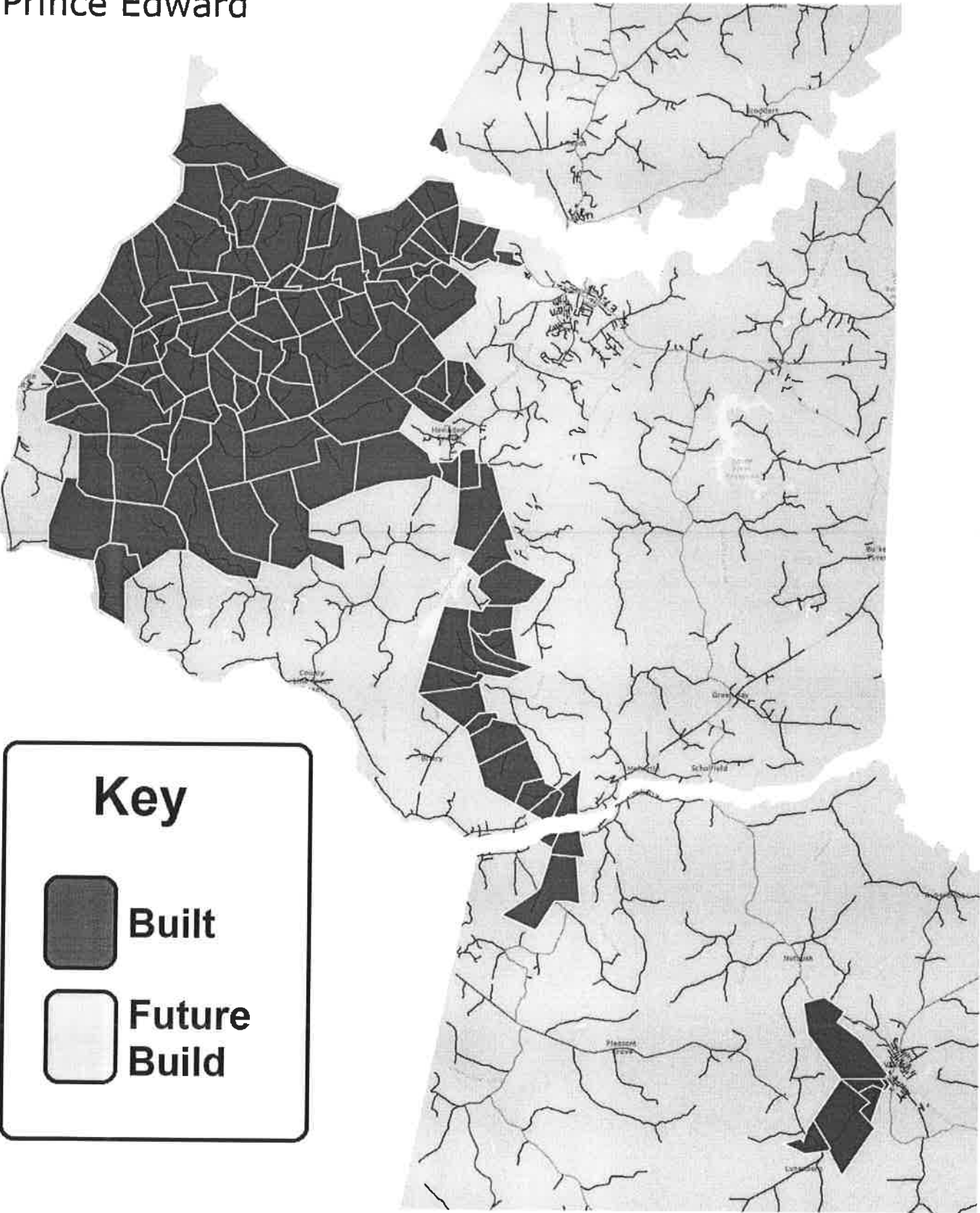
- Kinex and their contractors continue to work in Prince Edward County laying down middle-mile fiber, and in the northern part of Lunenburg County to complete installs for new customers. Kinex has plans to undertake additional work in Cumberland County later this year.
- As of June 6th, a total of 2,673 passings (out of a target of 10,734 total passings) and 452 installs for new customers have been completed. James Garrett, Kinex Telecom, has advised that he hopes to see installs for new customers ramp up within the next one or two months.
- Mr. Garrett also advised that he is still having weekly meetings with GAC Enterprises (his contractor for middle mile fiber), Stake Center (who is responsible for utility line markings) and Brightspeed about issues they are encountering during the installation of fiber.

Please do not hesitate to contact me if you have any questions.

cc: Melody Foster, Executive Director, CRC

Cumberland

Prince Edward



Lunenburg



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TO: CRC Representatives

FROM: Melody Foster, Executive Director

SUBJECT: CRC Administration of Drakes Branch Coronavirus State and Local
Fiscal Recovery Funds (SLFRF) Projects

DATE: June 14, 2023

Project:

The CRC is under contract with the Town of Drakes Branch to provide project administration assistance for the expenditure of SLFRF funds to be utilized to complete needed projects in the Town of Drakes Branch. The CRC is providing technical assistance including reporting on the SLFRF funds expended.

Update:

The CRC assisted the Town to advertise Request Proposals for the new town water metering system. The new water metering system will include: remote read functionalities, antennae/receivers, software, leak detection and billing functionality, training for staff and the purchase of new/replacement water meters.

The Town awarded the Water Metering Project to Fortiline. The CRC assisted in reviewing and providing comments on the Contract for services. Work will begin in the coming weeks.

COMMONWEALTH REGIONAL COUNCIL
One Mill Street, Suite 202 | P.O. Box P
Farmville, VA 23901 | 434.392.6104 PHONE
www.virginiashheartland.org




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MEMORANDUM

TO: CRC Council Members

FROM: Todd Fortune 
Deputy Director

DATE: June 12, 2023

SUBJECT: Update – Drakes Branch Building Acquisition Project

As you may recall, the Town of Drakes Branch has been awarded a Hazard Mitigation Grant Program (HMGP) grant by FEMA through VDEM to fund the acquisition and removal of nine (9) buildings in the Town's Central Business District. These buildings are located within the floodplain and are subject to damage from flood events in the area. The HMGP grant is being matched with a combination of funds from the State and local matching funds from the Town. The CRC is assisting the Town with the implementation of this project.

Update: Appraisals have been completed for all affected properties. The Town Attorney has begun title searches on the affected properties, to determine if any of them have tax/lien or other legal issues. One title search has been completed, and a second title search is expected to be completed within the next week. The Town will work with the Attorney to review the results of these two title searches and address any issues that were identified. Once that has been done, the Town will begin purchase negotiations with the owners of those two properties.

As always, please do not hesitate to contact me if you have any questions.

cc: Melody Foster




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MEMORANDUM

TO: CRC Council Members

FROM: Todd Fortune 
Deputy Director

DATE: June 12, 2023

SUBJECT: Update – Blackstone Armory Virginia Brownfields Assistance Fund
Grant: Asbestos Remediation/Lead Abatement/Tank Removal

As you may recall, the Town of Blackstone has been awarded a Virginia Brownfields Assistance Fund grant by the Virginia Economic Development Partnership (VEDP) to undertake asbestos and lead abatement activities, as well as removal of an underground fuel tank, at the Harris Memorial Armory Center. The Armory is being rehabbed for use as a multi-purpose facility, which would include job training programs to train workers for jobs in the hospitality industry. The CRC is assisting the Town with the implementation of this grant.

Update:

- Waco, Inc., out of Sandston has completed the asbestos abatement work per their contract with the Town.
- Hydrogeo Environmental out of Charlottesville has removed the underground tank per their contract with the Town. The required paperwork for reporting has been submitted to the Department of Environmental Quality.
- Waco, Inc. has begun the lead abatement work. The work began May 15th, with a target end date per the Notice to Proceed of July 18th.

As always, please do not hesitate to contact me if you have any questions.

cc: Melody Foster



MEMORANDUM

TO: CRC Council Members

FROM: Todd Fortune *Todd Fortune*
Deputy Director

DATE: June 12, 2023

SUBJECT: Update of Regional Hazard Mitigation Plan – Monthly Update

As you are aware, the Commonwealth Regional Council (CRC) is working on an update of the CRC's Regional Hazard Mitigation Plan. The updated Plan will cover all seven (7) counties in Planning District 14. The project is being funded by a FEMA grant through the Building Resilient Infrastructure in Communities (formerly known as Pre-Disaster Mitigation) program, with all seven counties and the Town of Farmville providing in-kind (staff hours) as a match for the grant.

Update: CRC staff made revisions to the Draft Plan, per prior discussions with staff from the Virginia Department of Emergency Management (VDEM) and FEMA Region 3, and submitted those revisions to VDEM staff on May 24th. VDEM staff reviewed the revised draft and has asked for a few additional changes, which CRC staff are working on making. VDEM staff have assured us that once these final changes are addressed, they expect to submit the Plan to FEMA Region 3 for review and preliminary approval.

Once FEMA has given preliminary approval to the Plan, it will be sent to all participating localities for adoption. When all localities have adopted the Plan, it will be sent back to FEMA for final approval.

Please do not hesitate to contact me if you have any questions.

cc: Melody Foster, Executive Director, CRC



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TO: Commonwealth Regional Council

FROM: Lauren Jones, Regional Planner

SUBJECT: SEED Innovation Hub Project Update

DATE: June 13, 2023

Project: The CRC is under contract with the Longwood Real Estate Foundation to provide project administration assistance for three grants that will fund the rehabilitation, renovation, and will provide equipment for the development of the SEED Innovation Hub. The Economic Development Association (EDA) has awarded the Longwood Real Estate Foundation with \$1,986,965.00 in grant funds for construction costs for the facility. The Tobacco Commission also awarded the project \$500,000 in grant funds for construction costs for the facility. Go Virginia awarded the project \$674,304.00 in grant funds to purchase necessary equipment to establish the SOVA Innovation Hub.

Project Update:

EDA funds- Longwood Real Estate Foundation is currently working on preparing documents to submit a Mortgage Waiver to the EDA. This was developed as a solution to waive the Covenant of Use component of the project that is currently being discussed between both parties' legal teams. Once we receive the final approval, we will be able to begin bidding out the construction of the project.

Tobacco Commission Funds- Due to the funds uses, there is not an update at this time (funds will be used as match for EDA grant).

GO Virginia Funds - Due to the funds uses, there is not an update at this time (funds will be used for equipment).



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MEMORANDUM:

TO: CRC Council Members

FROM: Melody Foster, Executive Director

SUBJECT: CRC GO Virginia Grant - Creation of New Economic Development
Organization (REDO) for CRC region

DATE: June 14, 2023

Project: CRC GO Virginia Enhanced Capacity Building Grant to fund a business plan & strategy for the creation of a NEW CRC (footprint) Regional Economic Development Organization (REDO) in partnership with Longwood University.

Project Update: The CRC staff continues to have bi-weekly meetings with the Two Consultant Teams: Timmons Group/Mangum and Economic and Creative Economic Development Consulting to discuss the status of the project.

The second Working Subcommittee Meeting was held virtually on June 5, 2023. The participants were provided Research Findings presented by Fletcher Mangum, Mangum Economics on the region (see attached excerpts). A product development report update was provided by Joe Hines, Timmons and Crystal Morphis, Creative EDC gave an update on the Strategic Plan Update including status of conducting/scheduling interviews with Economic Development Staff in each county, higher education representatives from Longwood University, SVCC and Hampden-Sydney, as well as working with each County to set up virtual input meetings with representatives in areas such as education, workforce development, business, healthcare, tourism, etc.

Next Steps: The Consultant team is still in the process of conducting interviews (as described above) that will continue over the coming weeks. The next Virtual Working Subcommittee Meeting will be held on June 26, 2023.

EXCERPTS

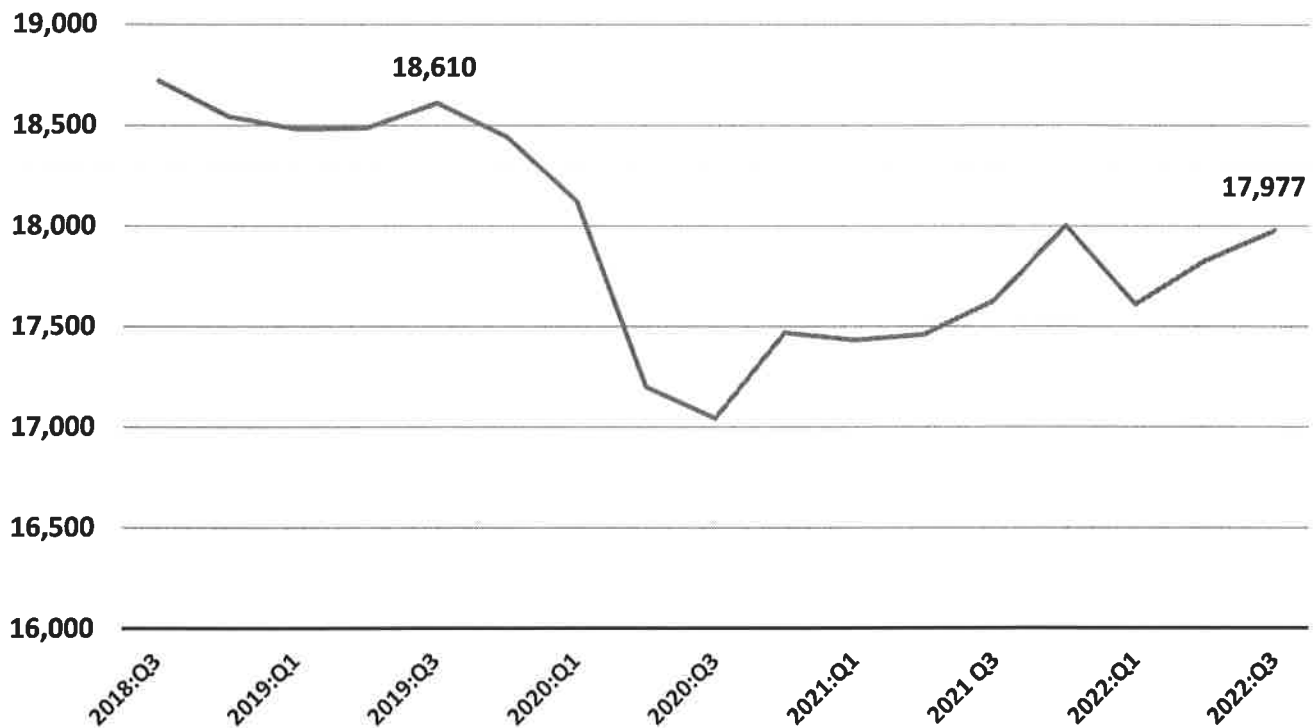
CRC Economic Profile

Presentation to CRC Working Group
June 5, 2023

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Private sector employment in the CRC Region: 2018:Q3 to 2022:Q3



Data Source: U.S. Census Bureau, Longitudinal Employer-Household Dynamics
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CRC intra-region exports and imports

		Importers						
		Amelia County	Buckingham County	Charlotte County	Cumberland County	Lunenburg County	Nottoway County	Prince Edward County
Exporters	Amelia		\$535,992	\$1,159,006	\$596,820	\$1,483,070	\$29,484,994	\$6,613,215
	Buckingham County	\$278,446		\$591,849	\$11,020,988	\$154,251	\$599,165	\$8,914,520
	Charlotte County	\$996,959	\$513,406		\$404,865	\$2,478,077	\$5,642,138	\$6,701,615
	Cumberland County	\$211,582	\$4,833,039	\$228,809		\$99,624	\$212,909	\$2,879,421
	Lunenburg County	\$8,329,689	\$804,995	\$6,090,206	\$1,271,374		\$11,329,413	\$19,229,780
	Nottoway County	\$25,830,320	\$722,470	\$5,825,447	\$1,116,762	\$18,662,629		\$17,865,387
	Prince Edward County	\$46,453,398	\$58,670,714	\$24,029,622	\$53,108,543	\$11,160,247	\$43,193,344	

CRC intra-region commuting patterns in 2020

		Where they work							
	Total Resident Workers	Amelia County	Buckingham County	Charlotte County	Cumberland County	Lunenburg County	Nottoway County	Prince Edward County	
Where they live	Amelia	6,084	914			28	41	197	136
	Buckingham County	6,335		1,511		84		59	393
	Charlotte County	4,742		80	1,037	33	71	160	408
	Cumberland County	4,367	44	217		454		78	590
	Lunenburg County	4,663	32		150		1,041	497	216
	Nottoway County	6,045	195				140	1,730	315
	Prince Edward County	8,521	106	277	165		102	488	2,864

Approximate economic and fiscal impact of Tyson closure

Direct Impact on Hanover County

Economic Impact	Employment	Labor Income	Output
1st Round Direct Economic Activity	623	\$26,000,511	\$184,822,484

Indirect Impact on CRC Region

Economic Impact	Employment	Labor Income	Output
2nd Round Indirect and Induced Economic Activity	79	\$2,715,045	\$21,145,200

Take-aways

- Employment in the CRC Region has not fully recovered from the lockdowns.
- Administrative Support & Waste Management, Other Services, Accommodation & Food Services, and Health Care & Social Assistance are still substantially below their 2018 employment levels.
- Professional & Business Services employment has grown substantially since 2018.

Take-aways

- Private sector wages in the CRC Region have grown over the last five years and have outpaced the statewide average.
- The CRC Region's workforce is older than the statewide average and that gap is growing.
- Firms in the CRC region are smaller and younger than the statewide average.
- Nearly two-thirds of workers who live in the CRC Region work outside the region.

Take-aways

- The CRC Region is highly dependent on manufacturing and agriculture.
- Professional, Scientific, & Technology Services is an emerging sector.
- Individual localities in the CRC Region are interconnected through the import/export of goods and services and through commuting patterns.



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Nottoway | Prince Edward

MEMORANDUM

TO: CRC Council Members

FROM: Lauren Jones
Regional Planner

DATE: June 12, 2023

SUBJECT: CRC Staff Update – Providing Grant Writing Services to Local Agencies

As per the CRC's ongoing efforts to provide grant writing services for County Public Schools, local government, law enforcement, and 501 (c)(3) organizations in the region, the following activities have taken place since May 8, 2023:

Status Update

- AARP Community Flagship Challenge Grant: Kenbridge Town staff were notified that the submitted AARP application to fund the purchase of a HVAC unit for the Kenbridge Recreational Center was not funded. The CRC assisted the Town with this application.
- Town of Blackstone, USDA Rural Development (RD): CRC staff assisted the Town of Blackstone to respond to USDA RD's request for additional information on the Town's application for funds to purchase equipment for the Harris Memorial Armory Center.
- Virginia Outdoor Foundation – Preservation Trust Fund (PTF): The CRC is working with the Town of Victoria and the Town of Kenbridge with potential applications to the PTF to fund the expansion of existing trails. Applications are not currently open, but are expected to open in July.
- VDOT Transportation Alternatives Program (TAP): The CRC is assisting Amelia County, Lunenburg County, the Town of Farmville and the Town of Keysville with pre-applications to fund the construction of pedestrian sidewalks. Pre-applications are due July 1, 2023.
- DHCD Industrial Revitalization Fund (IRF): The CRC is assisting Lunenburg County with a potential application to fund the rehabilitation of a building in Victoria into a Lawn Care and Garden Center.

Awaiting Approval

- Virginia Department of Health, Office of Drinking Water - Drinking Water State Revolving Fund: The CRC assisted Prince Edward County with request for funds to develop the Sandy River Reservoir to a public drinking water source. The CRC also assisted the Town of Charlotte Court House with a request for funds to replace water meters and install isolation valves. Applications were due by May 5th.
- Virginia Main Street, Resurgence Grant: The CRC assisted the Town of Blackstone with a request for funds to start a small business support training services for existing businesses in Blackstone's Historic Business District. Applications were due April 28th. The anticipated award announcement is July 2023.

- CENTRA Health Grant- The CRC assisted the Amelia Emergency Squad with a request for funds to purchase an AED device for one of the ambulances. Applications were due May 1st. Funding awards will be made no later than September 31, 2023.
- Rescue Squad Assistance Fund (RSAF): Applications were due March 15th. Funding awards will be made July 1st. The CRC assisted with five submitted applications:
 - Blackstone Fire Department
 - Charlotte County Rescue Squad
 - Farmville Volunteer Fire Department
 - Crewe Volunteer Fire Department
 - Red House Volunteer Fire Department
- Prince Edward County Congressionally Directed Spending Request: CRC staff assisted the County with a request for funds to develop the Sandy River Reservoir to a public drinking water source. Requests were due by March 10th.
- Staffing for Adequate Fire and Emergency Response Grant (SAFER): CRC staff assisted Farmville Volunteer Fire Department with a SAFER application. Funds will be used to hire additional personnel. Applications were due by March 17th.
- Prince Edward County, USDOT RAISE Planning Grant: The County is awaiting approval of its request for a RAISE Planning Grant. CRC Staff assisted Prince Edward County in submitting the Farmville US 460 East Interchange Study Planning Grant on February 28th.
- Town of Drakes Branch, Department of Environmental Quality (DEQ), American Rescue Plan Act Wastewater Funds: The Town is awaiting approval on its application to DEQ for funds to undertake repairs to the Town's sewer system, to address problems with average flows exceeding acceptable limits. The CRC assisted with this application, which was submitted on December 15th.
- Buckingham County, National Park Service Save Americas Treasures Grant Program: The County is awaiting word on its application for funds to complete necessary restoration projects on their Historic County Courthouse. The CRC assisted with this application, which was submitted on December 20th. Funding awards are anticipated in Mid-July.
- Assistance to Firefighters Grant (AFG): CRC staff are awaiting word on when award announcements will be made on the most recent round of applications. CRC staff assisted with the following applications:
 - Victoria Fire and Rescue (VFR) requested funds to replace one of their trucks that has fallen into disrepair.
 - Prince Edward County Fire and Rescue is requesting funds in a regional application to purchase a thermal imaging camera.
 - Drakes Branch Fire and Rescue requested funds to purchase a thermal imaging camera and turnout gear.

Projects on Standby (work undertaken as developments warrant)

- Farmville Downtown Partnership: CRC staff met with the Farmville Downtown Partnership regarding potential grant opportunities.
- Playground Equipment Funding: The CRC is continuing to research funding for a playground equipment.

- **Public Parking Lot in Victoria:** The CRC is continuing to research funding for a public parking lot in Victoria
- **Amelia County Hindle Building:** CRC Staff met with a representative of the Hindle Building Committee on February 24th to discuss potential uses and funding options for renovating the building which is the site of the old Amelia High School.
- **Town of Crewe Downtown Revitalization:** CRC Staff have had meetings with Town staff and staff from DHCD regarding a potential Planning Grant for a Downtown Revitalization Project. DHCD Staff have advised that the next round of Planning Grants will open July 1st.
- **Curdsville Community Center (Buckingham County):** The CRC is working with the group to seek funding opportunities to renovate the community center.
- **Amelia County Economic Development Authority (EDA), Tobacco Commission:** The CRC has been working with the Amelia County EDA on a potential application to the Tobacco Commission's Community and Business Lending (CBL) program for funds to help a local business owner replace a transformer that serves a business park which includes his business and several others. The Tobacco Commission accepts CBL applications on a rolling basis.
- **Animal Shelter Funding:** The CRC is continuing to research funding for new animal shelters.
- **Twin Lakes State Park, Friends of Twin Lakes State Park:** The CRC is working with the State Park and the non-profit group that supports the State Park to identify funding opportunities for various projects at the Park.

Upcoming Grant Funding Opportunities	
Grant Opportunity	Deadline
National Park Service, History of Equal Rights (HER) Grant Program	July 11, 2023
Southeast Crescent Regional Commission, State Economic and Infrastructure Development (SEID) Grant Program	Preapplications - July 21, 2023 Full App. Opens – August 7, 2023 Full App. – September 15, 2023
VDOT Revenue Sharing Program	Spring 2023
VOF Preservation Trust Fund	Summer 2023
VOF Get Outdoors Fund	Summer 2023
DHCD Mixed Use on Main Street (MUMS)	Rolling Basis in 2023 until all funds are distributed
VDOF, Virginia Trees for Clean Water	Rolling Basis through December 1, 2023
DHCD Competitive CDBG	Spring 2023
VDOT Transportation Alternative Program (TAP)	Letter of Intent to apply – July 1, 2023 Application – October 1, 2023
DHCD Industrial Revitalization Fund	Open - June 23, 2023
VEDP Site Remediation Grant	Fall of 2023
<i>*Programs with rolling submissions include: EDA, USDA, Virginia Housing, GO Virginia, DHCD, Tobacco Commission TROF, VEDP, etc.</i>	

As always, please do not hesitate to contact me if you have any questions.



IN PARTNERSHIP WITH

The Counties of Amelia | Buckingham | Charlotte | Cumberland | Lunenburg |
Nottoway | Prince Edward

MEMORANDUM:

TO: CRC Council Members

FROM: Melody Foster, Executive Director

SUBJECT: Update - CRC EDA EDD Designation, Funding Request

DATE: June 14, 2023

The Commonwealth Regional Council (CRC) submitted a request for EDA Planning and Local Technical Assistance funding in the amount of \$70,000, with the CRC matching at \$70,000 (staff time) on February 17th. Once the CRC was designated as an EDD, the CRC became eligible to request this funding to support the EDD designation for fiscal year 2024.

As you are aware the CRC was notified on April 11th that the application had been selected for further consideration and the CRC was requested to supply additional confirming documentation. The additional information was provided on April 17th. We are still awaiting final approval. I check in with Lauren Stuhldreher with EDA weekly. Lauren stated currently EDA is waiting for the funding to be shifted into the correct funding opportunity - Local Technical Assistance, so they can allocate it to the program.



COMMONWEALTH of VIRGINIA

Office of the Governor

Glenn Youngkin
Governor

June 2, 2023

Melody Foster
Executive Director
Commonwealth Regional Council
P.O. Box P
One Mill Street, Suite 202
Farmville, Virginia 23901

Re: Letter received from Commonwealth Regional Council on 5/3/2023 & visit from Secretary Lohr on 5/23/2023

Dear Ms. Foster:

I want to let you know we appreciated the concerns you raised with your May 3rd letter to me.

As our meeting on May 23rd, 2023, demonstrated, we want to work together to improve the situation created by the loss of jobs with the closure of the Tyson Foods facility in Glen Allen and the impact across the region on Virginia's poultry raising industry.

We will continue to approach this problem from multiple fronts, and the agencies represented at your meeting, VDACS, VEDP and VEC, including the oversight and involvement of the secretaries of Agriculture and Forestry, Labor, and Commerce and Trade to press forward on solutions for your communities.

We appreciate the active dialogue and look forward to continuing our work together as a team.

Sincerely,

A handwritten signature in black ink, appearing to read "Glenn Youngkin".

Glenn Youngkin

Cc:
Steve Bowen, Chairman, Nottoway County
Ted Costin, Administrator, Nottoway County
Phillip Miskovic, Mayor, Town of Crewe
David Feltz, Chairman, Amelia County
Joe Chambers, Chairman, Buckingham County
Gary Walker, Chairman, Charlotte County
Daniel Witt, Administrator, Charlotte County
Brian Stanley, Chairman, Cumberland County
Charles Slayton, Chairman, Lunenburg County
Llewellen Gilliam, Chairman, Prince Edward County
Matthew Lohr, Secretary of Agriculture and Forestry
Joseph Guthrie, Commissioner, Virginia Department of Agriculture and Consumer Services
Carrie Roth, Commissioner, Virginia Employment Commission

Tyson Facility Closure Meeting
200 Heartland Drive, Keysville, VA 23947
May 23, 2023

Meeting Agenda

- 9:30 a.m. Welcome** – Melody Foster, Commonwealth Regional Council (regional planning district commission representing Amelia, Buckingham, Charlotte, Cumberland, Lunenburg, Nottoway and Prince Edward counties)
- 9:35 a.m. Introductions**
- Localities (name, role, locality, number of farms affected)
 - State Agencies (name, agency, role)
 - The Honorable Matthew Lohr, Virginia Secretary of Agriculture and Forestry
- 9:50 a.m. Opening remarks by Secretary Lohr**
- 10:00 a.m. Roundtable Discussion**
- Each locality share their needs and challenges with regards to this situation
 - Commonwealth's efforts in response to this situation
 - Commonwealth's ideas/comments
 - How can the localities assist / how we can best work together
- 10:55 a.m. Review of Action Items / Determine Timing for Follow Up Meeting**
- 11:00 a.m. Adjourn**

Tyson Closing Meeting List of Attendees

Virginia's Heartland Business Park

Keysville, VA

Tuesday, May 23, 2023 at 9:30am

Name		Locality/Agency	Phone	Email
Matthew J. Lohr		Secretary of Agriculture and Forestry		Agriculture.Forestry@governor.virginia.gov
Parker Slaybaugh		Deputy Secretary of Agriculture		parker.slaybaugh@governor.virginia.gov
George Ashman	Farmer	Amelia	804-512-3085	
David Ashman	Farmer	Amelia	804-512-4322	ashmandavid@gmail.com
Trent Johnson	Farmer	Lunenburg	434-547-8215	roxiemarie101210122@gmail.com
Roxie Johnson	Farmer	Lunenburg	434-547-8215	roxiemarie101210122@gmail.com
David LeSeur	Farmer	Buckingham	434-547-8125, 434-547-8148	juleSueur.jw@gmail.com
Pete Watson	Farmer	Nottoway	804-338-0508	henshollow@yahoo.com
David Felts	BOS Chairman	Amelia	804-731-8254	david.felts@arneliacova.com
Buck Tharpe	Plan. Comm. Chair	Lunenburg	804-370-3839	bucktharpe@yahoo.com
Ted Costin	County Admin	Nottoway County Administrator	434-294-8626	tcostin@nottoway.org
John Roark	BOS Vice-Chair	Nottoway	804-704-2711	jroark@nottoway.org
Derek Stamey	County Admin	Cumberland County Administrator	804-726-0170	dstamey@cumberlandcounty.virginia.gov
John Bapties	Farmer	Cumberland	434-547-8242	johnbapties@gmail.com
Emily Moore		Virginia Economic Development Partnership (VEDP)	804-545-5778, 804-979-8319	emoore@vedp.org
Karl Carter	County Admin	Buckingham County Administrator	434-969-4242	kcarter@buckinghamcounty.virginia.gov
Joe Chambers	BOS Chairman	Buckingham	434-969-4243	jchambers@buckinghamcounty.virginia.gov
Llew Gilliam	BOS Chairman	Prince Edward	434-390-8920	info@mairrigation.com
Jo	Farmer	Amelia	804-561-5885	poultry123@yahoo.com
Tom Schawbach	Farmer	Nottoway	434-294-7994	tomschawbach@gmail.com
Gary Walker	BOS Chairman	Charlotte	434-392-7994	garywalker@hotmail.com
Bill Scruggs		Virginia Department of Agriculture and Consumer Services (VDACS)	804-371-6098	bill.scruggs@vdacs.virginia.gov
Carrie Roth		Virginia Employment Commission	804-786-3001	carrie.roth@vec.virginia.gov
Dewitt Goin	Farmer	Prince Edward	434-547-6466	dewittgoin2@gmail.com
David Emert	BOS Member	Prince Edward	434-315-3259	emert0117@gmail.com
Erin Small		Prince Edward - Virginia Cooperative Extension	434-906-4020	erins96@vt.edu
Doug Stanley	County Admin	Prince Edward County Administrator	434-392-8837	dstanley@co.prince-edward.va.us
Jimmy Garnett	Farmer	Prince Edward	434-547-5534	
Randy Slayton	BOS Chairman	Lunenburg	434-321-2988	
Dan Witt	County Admin	Charlotte County Administrator	434-542-5117	dwitt@charlottecountyva.gov
Michele Bridges		VDACS		michele.bridges@vdacs.virginia.gov
Taylor Harvey	County Admin	Amelia County Administrator	804-839-0039	taylor.harvie@arneliacova.com
Taylor Newton	Dir. of Planning	Lunenburg - Director of Planning and Economic Development	434-480-2158, 434-696-2142	taylor@lunenburgva.gov
Lauren Jones	Reg. Planner	Commonwealth Regional Council - Regional Planner	434-392-6104	ljones@virginiashartland.org
Melody Foster	Ex. Director	Commonwealth Regional Council - Executive Director	434-392-6104	mfoster@virginiashartland.org
Monica Elder	Asst. Co. Admin	Charlotte Assistant County Administrator	434-542-5117	melder@charlottecountyva.gov

Tyson Closing Meeting
May 23, 2023, 9:30 a.m.
Virginia's Heartland Business Park
Meeting Notes

(Provided by: Emily F. Moore, Business Manager, Business Investment, VEDP)

Poultry Meeting - CRC Region

- 7 County Region - Amelia, Buckingham, Charlotte, Cumberland, Prince Edward, Nottoway, Lunenburg
- 340 poultry farming operations across the region
- Tyson is still buying out the remainder of their contracts despite closing Glen Allen facility
- Deputy Secretary, Parker Slaybaugh is in the process of putting together a survey for all poultry farmers to gauge 1) interest in partnering with a new integrator, 2) how many houses you have, 3) what shape are your houses in, etc.
- One solution for a handful of farmers has been converting to turkey production; however, distance to the valley is ALMOST too far to be feasible (don't want chickens to travel more than 3 hours, valley is 2.5 hours)
- Biggest concern is how long it's going to take to recruit a new integrator - farmers are not going to keep paying taxes on poultry houses etc. if they're not being used
 - Maryland does offer like \$5-10 thousand to assist with demolition costs for retired poultry houses, Secretary Lohr has been exploring how VA might replicate this.
- Commissioners of Revenues are getting a lot of questions on how nonoperating poultry houses will be taxed
 - Secretary Lohr is working to see if there's a way that the state can lessen taxes on anyone taking lump sum payments from Tyson
- Bill Scruggs, VDACS has contacted Mount Air farms in NC but hasn't received response
- Pullet/Breeder farms were not affected
- Trent Johnson (representing Central Virginia Poultry Group) have put together an interactive map of all poultry producers (breeder, broiler and pullet), which includes details like number of houses, total square footage, etc.
 - They've sent this packet to Perdue, Case Foods, Pilgrims, Wayne Sanderson, Costco, Petco Foods, Gentry Poultry, Alan Harem Foods, Cook Foods, Mount Air, George's and more
 - All have received it, Charles Rigdon at Case Foods was going to present it to the board in May (based out of Troutman, NC)
 - Costco is in need of whole birds - have a plant in Nebraska - but have had difficulty securing growers.
- We've got about 6 million SF of unused broiler houses in this region
- Closest grain complexes are Petersburg, Waverly and Eastern Shore - too far from this region
- Nottoway offering 100 acres outside Fort Barfoot for company recruitment
- Hatchery, Feed Mill and processing plant would cost an estimated \$450 million
- This region of VA is pretty isolated - don't get the same AI threats as other areas
- Interest from growers to potentially begin their own co-op
 - VA Poultry Growers Co-op was able to purchase former Pilgrims operations and it was still a very difficult and expensive process

Next Steps:

- Get the report that Trent Johnson in Lunenburg put together
- Follow-up on potential AFID Planning Grant opportunity



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Prince Edward

MEMORANDUM:

TO: CRC Representatives
FROM: Melody Foster, Executive Director
SUBJECT: Update – CRC Office Move to Heartland Building, Keysville, VA
DATE: June 14, 2023

The CRC office will be moving to the Virginia's Heartland Industrial Park Building in Keysville, Virginia June 23rd - June 27th. As stated previously, the CRC office storage room has a lot of old outdated files, paperwork, inoperable computer equipment, accessories/junk, etc. that needs to be purged. Therefore, we are using the move as an opportunity to purge the storage room of outdated information/unnecessary materials.

To keep the Council informed the following has been lined up for the move:

- Kinex will be setting up the CRC new phone system and Internet by June 23rd at the Heartland office.
- Key Office Supply will be moving and setting up the CRC office computers and copy machine on June 26th at the new office location.
- Reliable Movers will be moving the office furnishings to the new location on June 27th.
- Secure Destruction Service, STEPS, Inc. picked up and shredded 20 boxes of CRC old financial records (8 years+ in age).
- Supervised Piedmont Regional Jail Inmates will be emptying the storage room of old files no longer usable/relevant, and other assorted collections of unnecessary materials into a rented dumpster to be placed in the parking lot on June 28th & 29th.
- Please see attached request to CRC to declare list of items as surplus.
- Piedmont Habitat for Humanity will be picking up surplus office items (see surplus recommendation attached) on June 29th.
- Working with sign company to design sign for new location.
- New mailing address – 200 Heartland Road, Keysville, VA 23947
- Phone numbers for the CRC office will remain the same.

The new office has available some office furniture, file cabinets, and a used copy machine that can be utilized by the CRC. Also, VHRIFA are adding virtual accessories to the conference room for future use. Thanks to VHRIFA and Charlotte County Admin for their assistance in the move.

As the move will involve moving computer equipment and set-up of new phone system, the office will be down beginning Friday, June 23rd – Wednesday, June 28th. If you need to reach staff members during this time, we may be reached by cell phone:

Melody Foster – 434-610-1728
Todd Fortune – 434-607-5219
Lauren Jones – 434-738-7770

Commonwealth Regional Council

Pursuant to § 2.2-1124. Disposition of surplus materials, 13. Permit surplus materials to be transferred or sold, prior to public sale or auction, to public television stations located in the state and other nonprofit organizations approved for the distribution of federal surplus materials.

The CRC is seeking to have the following items listed as surplus:

- Reception desk (grey)
- 5 desk office chairs
- 15 chairs
- Wooden bookcase (homemade)
- Cubicle dividers (multiple)
- 4 Tables (wooden/wood particulate)
- White small wooden cabinet
- Small wooden cabinet
- 4 book cases (metal)
- Rolling metal stand (grey)
- Black Metal stand with shelves
- Small wooden stand with shelf (door)
- Refrigerator
- Humidifier
- 1 vacuum cleaner
- 12 file cabinets (metal) locks do not work
- Small Metal Heater (old – no safety features)
- Typewriter
- Wooden Peg Hanger
- Trash Cans (metal)
- Desk lamp
- Lightbulbs
- Microwave
- Plotter (parts no longer available)

Once declared in surplus, the items can then be donated to Habitat for Humanity that has agreed to pick up the items and place them for sale in the Habitat Re-Store with the proceeds used to further the mission of Habitat for Humanity.

Suggested action:

I (_____) move to have the declare the above listed items listed as surplus, I (_____) second the motion.