



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

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### Meeting Agenda

Commonwealth Regional Council  
Wednesday, May 17, 2023 **9:00 a.m.**

**TIME**

Prince Edward County Courthouse Board Room, 3<sup>rd</sup> Floor, 111 South St., Farmville

- I. Welcome & Call to Order.....Chairman
- II. Invocation
- III. Pledge of Allegiance
- IV. Approval of Minutes of April 19th Council Meeting, (pg 1).....Council Members
- V. Treasurers' Report – April/May 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. Budget Committee Report 2<sup>nd</sup> Meeting, Treasurer
- VII. Scoping the Future – Discussion of Innovative/Regional Ideas, (pg 12.a).....Council Members
- VIII. Old Business .....Chairman
  - A. Staff Monthly Project Reports
    - 1) Update on Regional Emergency Planning Activities, (pg 13).....Todd Fortune
    - 2) Update on Watershed Implementation Plan (WIP) Phase III (pg 14).....Melody Foster
    - 3) Update on Prince Edward Access Road Project, (pg 15).....Melody Foster
    - 4) Update on Nottoway Comprehensive Plan Update (pg 16).....Todd Fortune
    - 5) Update on Charlotte County Comprehensive Plan Update (pg 17).....Lauren Jones
    - 6) Media Presentation, CRC Affordable Workforce Housing Development Program, (pg 18).....Lauren Jones
    - 7) Update on GOVAR3 Entrepreneurship & Innovation Implementation, (pg 19).....Lauren Jones
    - 8) Update on Kenbridge and Charlotte County ESHP Projects, (pg 20).....Lauren Jones
    - 9) Update on VATI Grant for Cumberland, Lunenburg & Prince Edward, (pg 21).....Todd Fortune
    - 10) Update on Drakes Branch Admin – SLFRF Funds Projects, (pg 23).....Melody Foster
    - 11) Update on Drakes Branch Building Acquisition Project, (pg 24).....Todd Fortune
    - 12) Update on Blackstone Armory-Environmental Cleanup Project, (pg 25).....Todd Fortune
    - 13) Update CRC Regional Hazard Mitigation Plan Update, (pg 26).....Todd Fortune
    - 14) Update on SEED Innovation Hub Project, (pg 27).....Lauren Jones
    - 15) Update on New Regional Economic Development Organization (REDO) Grant, (pg 28).....Melody Foster
    - 16) Council Member Comments
- IX. New Business .....Chairman
  - A. Staff Reports
    - 1) Update on Grant Writing, (pg 29).....Lauren Jones
    - 2) Status - EDA Notification - Request for EDA Local Technical Assistance Funds, (pg 32).....Melody Foster
    - 3) Letter to Governor Youngkin, Poultry Farmers, (pg 33).....Melody Foster
    - 4) Resolution - CRC CDBG Regional Priorities, (pg 36).....Lauren Jones
    - 5) 2022 Recycling Metals Report, (pg 37).....Melody Foster
    - 6) CRC Lease with VHRIFA Executed and Moving Update .....Melody Foster
    - 7) Council Member Comments
- X. Commonwealth Intergovernmental Review Process, None
- XI. Other Business
- XII. Council Member Comments
- XIII. Adjourn – Next Meeting Date – Wednesday, June 21, 2023

COMMONWEALTH REGIONAL COUNCIL  
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**Commonwealth Regional Council  
Prince Edward County Board Room  
Farmville, Virginia  
April 19, 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. Dexter Jones

\*Mr. David Felts

\*Mr. David Felts

Buckingham:

Mr. Thomas Jordan Miles, III

Mr. Thomas Jordan Miles, III (V)  
(Treasurer)

\*Mr. Karl Carter

\*Mr. Karl Carter

Charlotte:

Mr. Gary Walker

Mr. Gary Walker  
(Vice Chairman)

\*Mr. Walt Bailey

\*Mr. Walt Bailey

Cumberland:

Mr. Brian Stanley

Mr. Brian Stanley (V)

\*Ms. Stephany Johnson

\*Ms. Stephany Johnson

Lunenburg:

Mr. Mike Hankins

Mr. Mike Hankins

\*Ms. Taylor Newton

\*Ms. Taylor Newton

Nottoway:

Mr. Steve Bowen

Mr. Steve Bowen  
(Secretary)

\*Mr. Sherman Vaughn

\*Mr. Sherman Vaughn

Prince Edward:

Mr. David Emert

Mr. David Emert  
(Chairman)

\*Dr. Odessa Pride

\*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. Dan Witt, Charlotte County

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 March 15, 2023 Council Meeting:**

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

**Treasurer's Report:**

**March/April:** Mr. Miles gave the report and stated that he reviewed the financial report and found everything to be in order. Mr. Miles 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 stated that she had recently submitted a budget request to all of the member localities for the FY24. Ms. Foster had attended the Charlotte Court House Town Council Meeting to provide input on Town's currently VDOT funded sidewalk project due to the increase of construction costs. Ms. Foster also participated in the Tobacco Commission Southern Virginia Roundtable Meeting and Tour to introduce the new Acting Executive Director, James E. Campos. Ms. Foster participated in a meeting with Buckingham County representatives and Sarah Capps, Tobacco Commission, to tour the Buckingham County Industrial Park and discuss Commission funding options for the property. She stated that she also prepared and submitted a quote for CRC services to Update the Lunenburg Comprehensive Plan. Ms. Foster also interviewed candidate for CRC Regional Planner position. Ms. Foster also attended the USDA Workshop on funding opportunities in Clarksville, VA. The CRC co-hosted this event. Ms.

Foster prepared and submitted a quote for CRC services to prepare an abbreviated Update of the Amelia Comp Plan.

**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 are currently on hold awaiting FEMA's release.

**Update on Watershed Implementation Plan (WIP) Phase III:** Ms. Foster stated a report was included in the Council packet. She stated that she provided a Draft Scope of Work to DEQ for Contract 7 (FY24-25). Ms. Foster stated that DEQ is pushing heavily for Planning Districts to perform BMPs. Ms. Foster also stated that she reached out to localities for input on possible funding for specific BMP implementation through an EPA funding opportunity. Ms. Foster announced that the 34<sup>th</sup> Annual Clean the Bay Day will have an event across the state on Saturday, June 3<sup>rd</sup>. Some local areas that are participating include: Twin Lakes State Park, High Bridge Trail State Park, and Sailor's Creek Battlefield Historical State Park.

**Update on Prince Edward County Access Road Project:** Ms. Foster stated that a report and a picture is 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 2<sup>nd</sup> 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 April 18<sup>th</sup>. At that meeting, the group continued discussions regarding language for addressing solar in the plan. Mr. Fortune stated that the next planning commission meeting will be held in mid-May. 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 March 28<sup>th</sup>. During this meeting, the CRC staff reviewed the draft Section IV (Land Use) and revised draft Section III and lead an additional discussion regarding the mapping in draft Section IV. The CRC is working on making the requested changes. The Berkley Group is working on compiling information from the previous work sessions regarding solar into report for the Planning Commission. This will be completed in the next few weeks.

**Update on CRC Affordable Workforce Housing Development Program:** Ms. Jones stated that a report was included in the Council packet. The three housing partners selected by the CRC are in various stages of development for their projects. Piedmont Habitat for Humanity has had four of the



modular homes delivered to Andrew Drive and is estimated to complete the remaining work by the end of May. They have also completed the foundations for the two homes in Crewe. Smyth's contractor has received the structural beam to support the second floor at 114 S Broad Street and will be included with the frame work that will be completed in the next few weeks. The Town of Blackstone's contractor has begun framing the first home. Southside Outreach has prequalified an applicant for a loan to purchase the first home. The CRC has scheduled a site visit tour on April 25<sup>th</sup> with all of the active construction projects.

**Update on GO Virginia Region 3 Entrepreneurship and Innovation Implementation:** Ms. Jones stated that a report was included in the Council packet. The CRC has completed the fifth reimbursement and submitted it to SPDC. MBC and Longwood OCED submitted the remaining match documentation needed to complete the reimbursement request. SPDC has submitted the 5<sup>th</sup> reimbursement request 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 Kenbridge contractors have temporarily stopped work on repainting the windows and sills, reglazing (where needed), and carpentry work due to sealing issues caused by the weather. The Contractors are expected to start work again in the next few weeks. 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 3<sup>rd</sup> with no submitted bids. The IFB will be reissued and distributed directly to identified vendors in hopes of finding someone to complete the job. Ms. Foster asked Mr. Witt what their course of action would be to find a plaster contractor. Mr. Witt stated that Ms. Brown has been researching plaster contractors to send the IFB to directly.

**Update on VATI Grant for Cumberland, Lunenburg and Prince Edward:** Mr. Fortune stated that a report 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 April 11th, Kinex and their contractor has completed more than 2,294 passings and about 412 installs for new customers. Mr. Garrett advised that he is now meeting weekly with GAC Enterprises, Stake Center, and Bright speed to keep everyone updated on the project and discuss issues that arise. The CRC hopes to have a map showing the completed and uncompleted areas of the project by the next Council meeting.

**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 is currently reviewing the proposals with their consultant and public works department to make an award. The CRC will be assisting the Town on April 14<sup>th</sup> to submit their second SLFRF report to the US Treasury. Reporting is due on April 30, 2023.

**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 has been advertised for bids. A mandatory pre-bid meeting was held on March 24, and the bid opening was held April 7<sup>th</sup>. Waco, Inc. was the lowest bidder. The Town is currently reviewing the bid.

**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.

**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 Architect, LITTLE, has completed and submitted the remaining EDA required documents. The site certificate documentation was approved by the EDA. 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. CRC staff has met with the Two consultants: Timmons Group and Mangum Economic and Creative Economic Development Consulting. A doodle poll was sent out to the Advisory Board Members and Working Committee to set a Kick off Meeting date. The Kick off Meeting Date for both the Working Subcommittee meeting and Advisory Board Meeting will be held at the Heartland Business Park Building on May 1st.

**Council Member Comments:** Mr. Miles stated that the Budget Committee met a few weeks ago. They will continue to update everyone as they continue to meet.

### **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 assisting six agencies with applications – Red House VFD, Crewe VFD, Blackstone VFD, Farmville VFD, Charlotte County Rescue Squad, and the Town of Kenbridge. Ms. Jones also stated that the CRC is assisting at least three localities – Prince Edward County, the Town of Crewe, and the Town of Charlotte Court House with applications to the Virginia

Department of Health-Office of Drinking Water for various projects. Applications are due in early May. She also stated that CRC staff assisted Prince Edward County on submitting a Congressionally Directed Spending Request to develop Sandy River Reservoir to a public drinking water Source. Applications were due on March 10<sup>th</sup>. The CRC also assisted Farmville Fire Department with submitting a SAFER application to hire additional personnel. This application was due on March 17<sup>th</sup>. The CRC assisted the Town of Kenbridge with submitting an AARP application to fund the purchase of a HVAC unit for Kenbridge Recreational Center. The CRC also assisted the Amelia Rescue Squad with a Centra grant and the Town of Blackstone with a Resurgence Grant through Virginia Main Street program. Currently the CRC is also assisting Buckingham County with looking into Tobacco Commission funding for their Industrial Park.

**EDA Notification – Request for EDA Local Technical Assistance Funds:** Ms. Foster stated that the EDA letter is included in the Council Packet. This letter states 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 hopes to hear back from the EDA soon.

**CRC Draft Lease -Heartland Business Park Building:** Ms. Foster stated that the Draft Lease was included in the Council Packet. Ms. Foster stated that the CRC was requested by the Heartland Business Park to increase the general liability insurance higher than the current lease account listed as \$500,000. The CRC actually has a general liability insurance policy that covers higher than requested on the lease at \$2 Million. Ms. Foster requested authority to act on behalf of the Council to sign the lease with VHRIFA for \$1200 a month for the Heartland Business Park Building. Mr. Hankins motioned and Mr. Bowen seconded. The motion carried.

**FY24 Rural Transportation Planning Program Scope of Work and Resolution:** Ms. Foster stated that the VDOT Rural Transportation Planning Program Scope of Work and resolution was included in the Council Packet. Mr. Hankins motioned and Mr. Bowen seconded. The motion carried.

**VDOT Spring Public Input Meeting Dates and Locations:** Ms. Foster stated that the VDOT letter regarding the Richmond District and Lynchburg District Spring Six Year Public meeting. Ms. Foster stated that she will be attending the Lynchburg District meeting on May 17<sup>th</sup> that will be held at the Lynchburg Grand Hotel. Ms. Foster stated that she will attend this meeting as representative for our entire region to support projects and influence policy decisions.

**Council Member Comments:** There was none.

**Commonwealth Intergovernmental Review Process (CIRP):** There were two CIRPS: The Nurtri-Blend Inc. Reissuance of DEQ's Virginia Pollution Abatement (VPA) Permit for the application of biosolids in Cumberland County and Buckingham County's Superfund Site EPA grant to fund VDEQ oversight of remedial investigation and feasibility study and Oversight of site monitoring and maintenance. There was no comment.

**Other Business:** Ms. Foster stated that there is one more item that was not included in the packet. Ms. Foster stated that Council members may have noticed the format for the CRC Items of Interest has changed. Ms. Foster thanked Ms. Jones for her work on this. Ms. Foster also wanted to recognize and congratulate Mr. Fortune on his acceptance to the Virginia Rural Leadership Institute. Mr. Fortune will be attending four VRLI workshop over the course of the next few months.

**Council Member Comments:** Mr. Bowen lead a discussion regarding the closure of the Tyson Meat Processing Plant stating that many of our local farmers rely on Tyson contracts to sustain their farming operations. Mr. Bowen requested that CRC write a letter to the Governor requesting assistance with finding a new meat processing plant to help sustain many of our regional farmers livelihoods.

**Closed Session:** Mr. Bowen moved and Mr. Walker seconded that the Council convene in Closed Session for the discussion of Personnel matters, pursuant to the exemption provided for in Section 2.2-3711.A.1 of the Code of Virginia. Motion carried.

Mr. Bowen moved and Mr. Walker seconded to return to regular session. Motion carried.

Mr. Bowen moved and Mr. Hankins seconded that the following Certification of Closed Meeting was adopted in accordance with the Virginia Freedom of Information Act:

WHEREAS, the Commonwealth Regional Council convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and WHEREAS, Section 2.2-3711.A.1 of the Code of Virginia requires a certification by the Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the CRC hereby certifies that to the best of each representative's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identifies in the motion convening the closed meeting were heard, discussed, or considered by the CRC.

Ms. Foster made a roll call vote on the motion. The following voted aye: Mr. Jones, Mr. Miles, Mr. Walker, Mr. Hankins, Mr. Bowen, Mr. Emert, Mr. Vaughan. There were no votes of nay. Motion carried.

**Adjournment, Next Meeting:** Mr. Bowen moved and Mr. Walker seconded to adjourn the meeting. Motion carried. The meeting adjourned at 10:01 a.m. The next meeting was set for Wednesday, May 17th, at the Prince Edward Court House in Farmville, Virginia.

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Mr. Steve Bowen, Secretary



**Treasurer's Report - Cash on Hand & Account Balances**

**For the Period of April 14, 2023 through May 11, 2023**

<u>Cash on Hand</u>	<u>Period Ending</u>	<u>Year to Date</u>
Total Income	\$ 1,303,581.35	\$ 3,540,898.13
Total Expenses	\$ 1,263,977.24	3,526,016.63
Net Income	\$ 39,604.11	\$ 14,881.50
Cash on Hand	\$ 766,103.40	\$ 766,103.40

**Account Balances as of May 11, 2023**

Benchmark (M2)	\$ 234,248.77
BB&T (M1)	\$ 422,240.50
Benchmark (CD1)	\$ 53,103.58
Benchmark (CD2)	\$ 15,035.84
BB&T (PR)	\$ 21,630.07
BB&T (Oprtg)	\$ 19,844.64
	<u>\$ 766,103.40</u>

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 is awaiting \$25,977.90 VDEM reimbursement)

This project is complete. The CRC will bill VDEM for admin to close out project.

\*47060/79045 VH PDC Housing Program Funds

\*47070/79036 VATI Regional Broadband Grant

**\*\*\*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 mistakenly 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

April 14 through May 11, 2023

	Apr 14 - May 11, 23	Budget	Jul 1, '22 - May 11, 23	YTD Budget	Annual Budget
<b>Income</b>					
40000 - Revenue					
43000 - Local Member Investment					
43010 - Amelia Local Member Investment	0.00	1,459.06	19,000.00	16,395.23	19,000.08
43020 - Buckingham Local Member Investm	0.00	1,459.06	19,000.00	16,395.23	19,000.08
43030 - Charlotte Local Member Investme	0.00	1,459.06	19,000.00	16,395.23	19,000.08
43040 - Cumberland Local Member Investm	0.00	1,459.06	19,000.00	16,395.23	19,000.08
43050 - Prince Ed Local Member Investme	0.00	1,459.06	19,000.00	16,395.23	19,000.08
43060 - Lunenburg Local Member Investme	0.00	1,459.06	19,000.00	16,395.23	19,000.08
43095 - Nottoway County	0.00	1,459.06	19,000.00	16,395.23	19,000.08
Total 43000 - Local Member Investment	0.00	10,213.42	133,000.00	114,766.61	133,000.56
<b>Total 40000 - Revenue</b>	0.00	10,213.42	133,000.00	114,766.61	133,000.56
44000 - VA Regional Cooperation					
45000 - Project Funding	22,493.00	6,903.06	89,971.00	77,636.23	89,970.96
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	4,836.21	29,366.96	54,343.95	62,978.04
45890 - Nottoway Comp Plan Update	0.00	1,996.60	0.00	22,435.52	26,000.04
45900 - Prince Edward Access Road Admin	0.00	952.23	7,500.00	10,700.07	12,400.08
45910 - Lunenburg AFGS Grant Admin 2	0.00	0.00	713.22	0.00	0.00
45940 - GOVAR3Ell Grant Admin	0.00	356.09	0.00	4,001.32	4,637.04
45955 - PDC Housing Program	0.00	1,535.85	12,109.92	17,258.10	20,000.04
45960 - PE Yak Attack Admin	0.00	38.40	0.00	431.49	500.04
45965 - Charlotte Comp Plan Update	0.00	1,958.20	0.00	22,004.03	25,500.00
45970 - Kenbridge ESHPF Grant Admin	0.00	1,866.05	0.00	20,968.55	24,300.00
45975 - Charlotte ESHPF Grant Admin	0.00	1,492.84	0.00	16,774.84	19,440.00
45980 - SHSP Regional Election Security	0.00	223.93	0.00	2,516.23	2,916.00
45985 - VATI Regional Broadband Grant	19,900.00	2,521.32	19,900.00	28,331.77	32,833.08
45990 - Drakes Branch SLFRF Admin	0.00	234.14	0.00	2,631.06	3,049.08
45995 - Drakes Branch VDEM Grant Admin	0.00	1,497.44	0.00	16,826.61	19,500.00
<b>Total 45000 - Project Funding</b>	19,900.00	19,509.30	86,111.59	219,223.54	254,053.44
46000 - Other Funding					
46005 - DEQ 2021 CRC WIP II Assistance	0.00	4,453.95	58,000.00	50,048.46	58,000.08
46010 - VDOT-Transport Planning	0.00	4,453.95	23,361.72	50,048.46	58,000.08
46040 - Interest Income	0.00	61.44	469.77	690.36	800.04
46050 - Misc. Income	0.00	0.00	1,616.55	0.00	0.00
<b>Total 46000 - Other Funding</b>	0.00	8,969.34	83,448.04	100,787.28	116,800.20
47000 - Pass Thru Fundds					
47050 - VDEM SHSP Elec Security Grant	23,061.90	0.00	69,185.70	0.00	0.00
47060 - VH PDC Housing Program Funds	0.00	0.00	146,509.52	0.00	0.00
47070 - VATI Broadband	1,238,126.45	0.00	2,882,755.28	0.00	0.00
47000 - Pass Thru Fundds - Other	0.00	0.00	49,917.00	0.00	0.00
<b>Total 47000 - Pass Thru Fundds</b>	1,261,188.35	0.00	3,148,367.50	0.00	0.00
<b>Total Income</b>	1,303,581.35	45,601.12	3,540,898.13	512,413.66	593,825.16
<b>Expense</b>					
71000 - Personnel Costs					
71010 - Salary Distribution	14,384.62	17,919.45	202,235.73	201,358.54	233,350.08
71040 - Payroll Expenses (SS/FICA)	1,100.42	1,370.82	15,471.04	15,403.75	17,851.08

**Commonwealth Regional Council  
Financial Statement**

April 14 through May 11, 2023

	Apr 14 - May 11, 23	Budget	Jul 1, '22 - May 11, 23	YTD Budget	Annual Budget
71150 · Unemployment Ins.	0.00	8.45	58.86	94.95	110.04
71200 · VRS Contribution	3,465.73	3,985.28	45,055.13	44,782.09	51,897.00
71300 · Staff Memberships	0.00	234.22	3,000.00	2,631.89	3,050.04
71350 · Staff Train/Conference	110.69	537.55	5,073.41	6,040.39	7,000.08
71400 · Workmens Comp Ins	0.00	38.40	0.00	431.49	500.04
71500 · Group Health Insurance	1,832.67	2,457.35	29,076.84	27,612.84	32,000.04
71600 · Life Insurance	31.65	26.88	296.55	302.05	350.04
71700 · Other Staff Costs	0.00	37.01	0.00	415.95	482.04
71750 · Employee Cell Phone Stipend	150.00	184.30	2,100.00	2,070.97	2,400.00
<b>Total 71000 · Personnel Costs</b>	<b>21,075.78</b>	<b>26,789.71</b>	<b>302,367.56</b>	<b>301,145.01</b>	<b>348,990.48</b>
72000 · Office Operations					
72005 · Cleaning & Maint.-Bldg	160.00	159.74	1,840.00	1,794.91	2,080.08
72010 · Lease Costs	1,500.00	1,382.26	15,000.00	15,532.26	18,000.00
72015 · Utilities	165.56	191.99	2,141.96	2,157.33	2,500.08
72020 · Telephone/Internet Costs	298.14	330.21	3,332.33	3,710.55	4,300.08
72030 · Postage and Freight	100.00	115.18	1,360.78	1,294.35	1,500.00
72035 · Express Mail	0.00	9.22	0.00	103.55	120.00
72040 · Consumable Supplies	284.41	268.78	3,220.42	3,020.20	3,500.04
72050 · Dues and Subscriptions	0.00	26.88	98.00	302.05	350.04
72060 · Office Insurance	0.00	7.69	0.00	86.36	100.08
72070 · Administrative Costs	0.00	998.30	9,475.00	11,217.81	13,000.08
72080 · Office Costs - Other	582.90	230.38	618.90	2,588.71	3,000.00
<b>Total 72000 · Office Operations</b>	<b>3,091.01</b>	<b>3,720.63</b>	<b>37,087.39</b>	<b>41,808.08</b>	<b>48,450.48</b>
73000 · Office Equipment					
73010 · Office Equipment	0.00	691.13	0.00	7,766.13	9,000.00
73030 · Equipment Maintenance	0.00	230.38	0.00	2,588.71	3,000.00
73040 · Equipment Repair	50.00	153.59	363.45	1,725.84	2,000.04
73050 · Equipment - Other	109.97	307.17	2,336.16	3,451.68	4,000.08
<b>Total 73000 · Office Equipment</b>	<b>159.97</b>	<b>1,382.27</b>	<b>2,699.61</b>	<b>15,532.36</b>	<b>18,000.12</b>
74000 · Auto/Staff Travel					
74020 · Staff Mileage	918.58	383.97	4,356.71	4,314.65	5,000.16
<b>Total 74000 · Auto/Staff Travel</b>	<b>918.58</b>	<b>383.97</b>	<b>4,356.71</b>	<b>4,314.65</b>	<b>5,000.16</b>
75000 · Meetings/Memberships					
75010 · Council Meetings	0.00	399.33	1,412.79	4,487.17	5,200.08
75020 · Committee Meetings	0.00	30.72	0.00	345.23	400.08
75030 · Staff Meetings	42.09	38.40	160.98	431.49	500.04
75040 · Council Memberships	0.00	322.52	4,041.76	3,624.19	4,200.00
75050 · Other Meeting Costs	0.00	15.37	0.00	172.62	200.04
75080 · Public Official Insurance Cov.	0.00	138.23	0.00	1,553.23	1,800.00
<b>Total 75000 · Meetings/Memberships</b>	<b>42.09</b>	<b>944.57</b>	<b>5,615.53</b>	<b>10,613.93</b>	<b>12,300.24</b>
77000 · Collateral Materials					
77010 · Web Page Costs	563.36	245.73	1,962.01	2,761.32	3,200.04
<b>Total 77000 · Collateral Materials</b>	<b>563.36</b>	<b>245.73</b>	<b>1,962.01</b>	<b>2,761.32</b>	<b>3,200.04</b>
78000 · Local Relations					
78010 · Newsletter/Annual Report	0.00	3.84	0.00	43.18	50.04
78030 · Other	0.00	76.80	0.00	862.97	1,000.08
<b>Total 78000 · Local Relations</b>	<b>0.00</b>	<b>80.64</b>	<b>0.00</b>	<b>906.15</b>	<b>1,050.12</b>

**Commonwealth Regional Council  
Financial Statement**

April 14 through May 11, 2023

	Apr 14 - May 11, 23	Budget	Jul 1, '22 - May 11, 23	YTD Budget	Annual Budget
<b>79000 - Other Program Costs</b>					
79030 - Planning Project Costs					
79035 - SHSP Elec Security- Consultant	0.00	0.00	92,247.60	0.00	
79036 - VATI Broadband	1,238,126.45	0.00	2,882,755.28	0.00	
79045 - VH PDC Hous Prog-Partner Expens	0.00	0.00	146,509.53	0.00	
79030 - Planning Project Costs - Other	0.00	767.93	50,415.41	8,629.10	10,000.08
<b>Total 79030 - Planning Project Costs</b>	<b>1,238,126.45</b>	<b>767.93</b>	<b>3,171,927.82</b>	<b>8,629.10</b>	<b>10,000.08</b>
<b>79050 - Contingency Costs</b>	<b>0.00</b>	<b>767.93</b>	<b>0.00</b>	<b>8,629.10</b>	<b>10,000.08</b>
<b>Total 79000 - Other Program Costs</b>	<b>1,238,126.45</b>	<b>1,535.86</b>	<b>3,171,927.82</b>	<b>17,258.20</b>	<b>20,000.16</b>
<b>Total Expense</b>	<b>1,263,977.24</b>	<b>35,093.38</b>	<b>3,526,016.63</b>	<b>394,339.70</b>	<b>456,991.80</b>
<b>Net Income</b>	<b>39,604.11</b>	<b>10,507.74</b>	<b>14,881.50</b>	<b>118,073.96</b>	<b>136,833.36</b>





IN PARTNERSHIP WITH

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Prince Edward

**MEMORANDUM:**

TO: CRC Representatives  
FROM: Melody Foster, Executive Director  
SUBJECT: CRC Executive Director Monthly Activities  
DATE: May 10, 2023

- Corresponded with VHRIFA to receive executed Lease for the Heartland office building.
- Met with GO Virginia staff for quarterly update of the CRC GOVA grant for the creation of a new REDO.
- Updated CRC SAM.GOV account (annual process – requirement for federal programs)
- Met with Drakes Branch Town Clerk to complete and submit Coronavirus State and Local Fiscal Recovery Funds (SLFRF) annual reporting to the US Department of Treasury.
- Attended GO Virginia Region 3 Meeting (Board Member) in South Boston.
- Met with Nancy Alexander, Farmville Downtown Partnership Director to discuss the CRC services and assistance with grant applications.
- Corresponded with Buckingham County for possible TRRC grant application.
- Attended VAPDC Executive Director's Meeting in Charlottesville.
- Composed and submitted letter to Governor Youngkin supporting and requesting assistance for the region's poultry farmers (letter supported by all 7 counties and VHRIFA).
- Interviewed candidate for Regional Planner position.
- Attended tour of CRC Workforce Affordable Housing Partner housing projects in Blackstone, Kenbridge, Crewe and Farmville.
- Attended bi-weekly meetings of consultants to discuss updates of the CRC REDO project.
- Met virtually with Lauren Stuhldreher, EDA to discuss the FY23 Disaster Supplemental Notice of Funding Opportunity available to all seven counties of the region.
- Coordinated and attended the CRC Working Committee meeting and Advisory Board Kick-Off Meetings for the creation of a new Regional Economic Development Organization (REDO) at the Heartland Park.
- 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.
- Corresponded with Karl Carter on receiving updated budget information from Dewberry and Davis on the Virginia Business Ready Sites Program Site Characterization Site Summary for the Buckingham Industrial Park.
- Submitted VDOT reimbursement request #4 for the Prince Edward Access Road project.
- Attended GO Virginia Regional 3 All Hands Meeting in South Boston.
- Updated staff leave accumulation totals.
- Contacted Kinex for set-up of phone service/internet (VOIP) at the Heartland Building.
- Working on marking old file boxes in storage for shredding and disposal (getting ready for move).
- Worked on FY 23-24 CRC Budget for Budget Committee presentation.
- 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's 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.

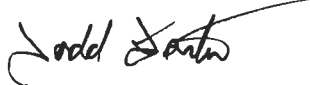


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**MEMORANDUM**

**TO:** CRC Council Members

**FROM:** Todd Fortune   
Deputy Director

**DATE:** May 9, 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 is complete, and the CRC has been waiting on reimbursement for all project-related costs, including 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. Reimbursements for the final consultant invoice and CRC costs for project administration are still pending. The CRC continues to work with VDEM staff to resolve this matter.

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. As of today, we are still waiting for FEMA to release that hold. Once that happens, 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:** May 10, 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.
  - Researching Best Management Practices (BMP) being conducted that are not required to be reported to DEQ via the BMP Warehouse.
  - Corresponded with Amber Ellis, representative of James River Association who has requested to appear at a future CRC meeting to share information about riparian forest buffers and James River Association initiatives.



CHESAPEAKE BAY FOUNDATION  
Saving a National Treasure

*34th Annual Clean the Bay Day*  
*Saturday, June 3, 2023*

Click on link: <https://www.cbf.org/events/clean-the-bay-day/index.html>

*To find locations where you can participate!*





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TO: CRC Representatives/Prince Edward County IDA

FROM: Melody Foster, Executive Director

SUBJECT: Prince Edward Access Road Project – Update

DATE: May 10, 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. has begun work on the project. The CRC assisted Prince Edward County in submitting the 4<sup>th</sup> request to VDOT for reimbursement of costs through the VDOT Access Road Grant project.



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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:** May 9, 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 April 12, 2023:

- The Planning Commission met on April 18<sup>th</sup> to discuss the alternative language addressing solar development for the Plan. After some discussion, the group accepted the alternative language with some added wording.
- Additionally, the group considered other minor changes that have been requested by a Planning Commission member to the draft Plan (not related to solar). Those changes were accepted with some minor edits.
- The next Planning Commission meeting is scheduled for May 16<sup>th</sup>. At that meeting, the group will review the changes 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



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## **MEMORANDUM**

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

**FROM:** Lauren Jones  
Regional Planner

**DATE:** May 2, 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 April 3rd:

- The last work session was held with 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 Draft Sections IV (Land Use), V (Special Policy Areas), and VI (Goals, Objectives, and Strategies) of the Comprehensive Plan. The consultant developed this language from the previous solar work sessions. The Planning Commission asked for some changes to the language. The Berkley Group is working on these changes.
- The next work session will be held on May 23rd. The CRC will review the revised draft Section IV (Land Use) and Future Land Use map. With time permitting, the group will also begin discussions on draft of Section V (Special Policy Areas).

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

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



IN PARTNERSHIP WITH

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Nottoway | Prince Edward

MEMORANDUM:

TO: CRC Representatives

FROM: Lauren Jones, Regional Planner

SUBJECT: CRC Affordable Workforce Housing Development Program

DATE: May 8, 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 36-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.
- Smyth Properties –Hernandez Home improvements has completed the framing work for 120 S Broad Street and is now working to add a support beam and complete framing work for 114 S Broad Street. The contractor, Mast Enterprises, LLC, has finished the roofing at 120 S Broad Street.
- Town of Blackstone/ Southside Outreach – The contractor has finished framing, siding, shingles, and placed the deck. The contractor is expected to complete this home by June 2023. Southside Outreach is still working with applicants to pre-qualify for mortgage loans for the other two homes.

The CRC has assembled and submitted the monthly reimbursement request to Virginia Housing for construction expenses. On April 25<sup>th</sup>, CRC staff attended a site visit tour of four of the project sites that are in active construction. CRC staff will present a media presentation of the site visit tour.





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TO: Commonwealth Regional Council

FROM: Lauren Jones

SUBJECT: GO Virginia Region 3 Entrepreneurship & Innovation Implementation Project

DATE: May 8, 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:**

Nothing new to report. 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: May 8, 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 restarted work on the Town Hall. The contractor will need to complete the remaining carpentry work and finish painting the building, which is expected to take a few weeks to complete. The CRC will remain in contact with Kenbridge to see the progression of the project.

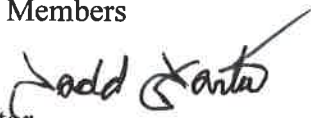
Charlotte County Courthouse Complex Drainage Project – Charlotte County staff has prepared and posted the IFB for plaster repairs. The bids closed on April 3 with no submitted bids. The IFB was reissued and distributed directly to identified vendors with hopes of finding someone to complete the job. Charlotte County staff researched vendors that specialize in completing plaster repairs to DHR specified standards. The bid will close on May 31<sup>st</sup>. 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   
Deputy Director

**DATE:** April 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 Telecom, a local internet service provider.

**Update:**

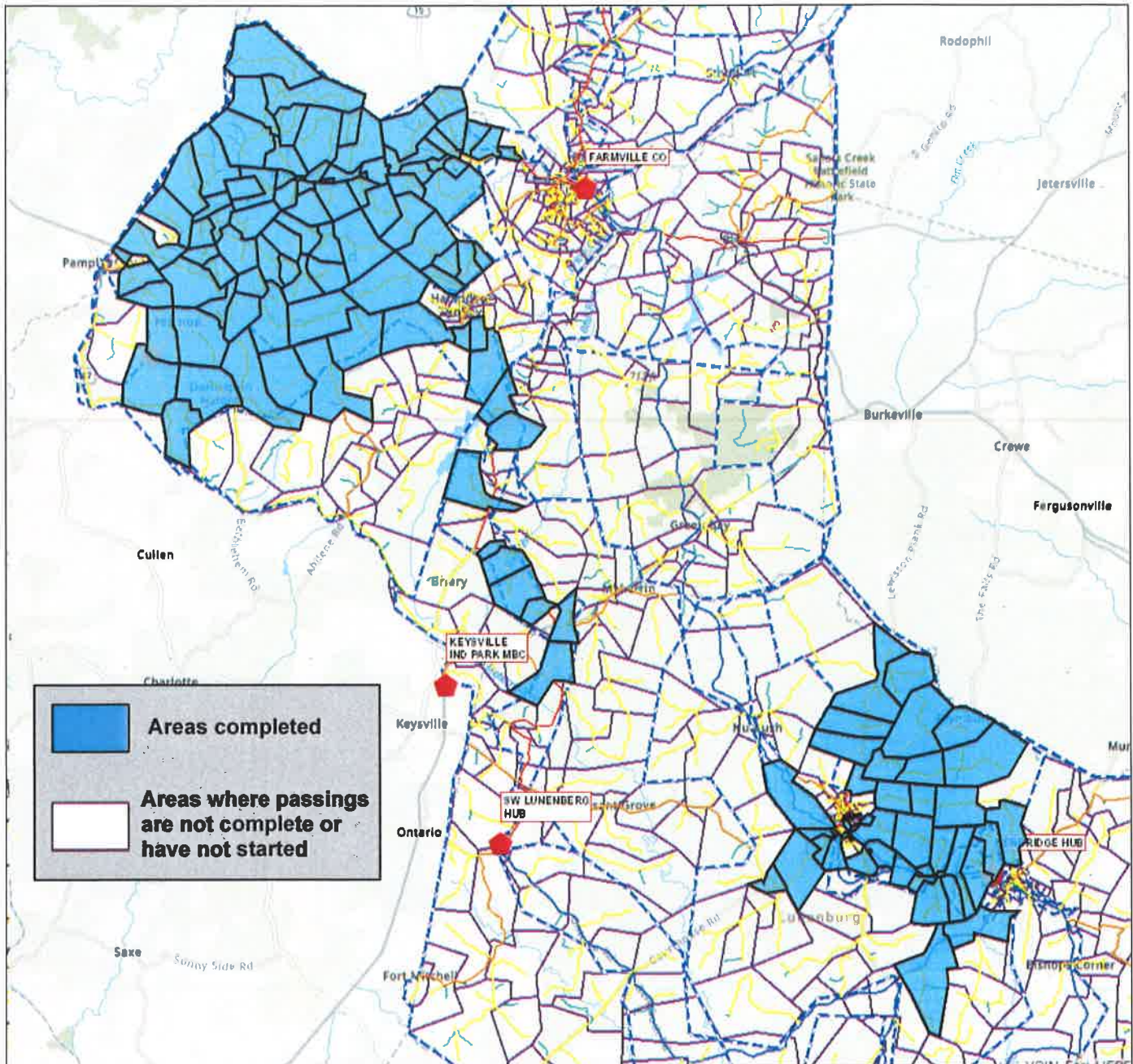
- Kinex and their contractors continue to work in Prince Edward County laying down middle-mile fiber, and in the northern part of Lunenburg County to complete installs for new customers. Kinex has plans to undertake additional work in Cumberland County later this year.
- As of May 5<sup>th</sup>, a total of 2,493 passings (out of a target of 10,734 total passings) and 435 installs for new customers have been completed. James Garrett, Kinex Telecom, has advised that he believes Kinex is on track to meet their goal of 30% of total project passings completed by December 31<sup>st</sup>.
- Mr. Garrett also advised that during a recent weekly meeting with GAC Enterprises (his contractor for middle mile fiber), Stake Center (who is responsible for utility line markings) and Brightspeed, he informed Stake Center that Kinex will follow procedures and handle utility markings for house installs going forward. This is due to continued concerns about the quality of the work by Stake Center.

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

cc: Melody Foster, Executive Director, CRC



**CRC - Kinex VATI Broadband Project**  
**Status of passings (middle-mile fiber) completed**  
**May 5, 2023**



Source: Kinex Telecom





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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: April 12, 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 received 4 proposals, all under the Town's proposed budget for the project. The Town will be awarding the project to a vendor later this week.

The CRC assisted the Town on April 14<sup>th</sup> to submit their annual SLFRF report to the US Treasury. Reporting was due by April 30, 2023.




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**MEMORANDUM**

**TO:** CRC Council Members

**FROM:** Todd Fortune   
Deputy Director

**DATE:** May 10, 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 is conducting title searches for each property to determine if any of them have tax/lien or other legal issues. After the title searches are complete, the Town will begin purchase negotiations with affected property owners.

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

cc: Melody Foster

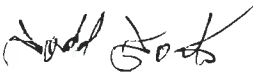


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## **MEMORANDUM**

**TO:** CRC Council Members

**FROM:** Todd Fortune   
Deputy Director

**DATE:** May 9, 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.
- The Town has awarded the lead abatement work to Waco, Inc., the low bidder. A contract has been executed, and a Notice to Proceed has been issued. The lead abatement work is scheduled to begin May 15<sup>th</sup>.

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:** May 9, 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 has had discussions with staff from the Virginia Department of Emergency Management (VDEM) and FEMA Region 3 to discuss additional requirements that will need to be met for the Plan to receive preliminary approval from FEMA. Since that meeting, CRC staff and the Berkley Group (the consultant working with the CRC) is working on additional changes to the Hazard Identification and Risk Assessment portion of the Plan. We are targeting mid-May for submitting the revisions to VDEM and FEMA Region 3 staff for review.

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: May 8, 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- The Covenant of Use for the project 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, these 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: May 10, 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.

Two Kick-Off Meetings were held on May 1, 2023 at the Heartland Business Park Building in Keysville, one with the Working Subcommittee Meeting and the other with the Advisory Board. The participants were given a project overview and status of work underway. The Consultants facilitated a SWOT Analysis and Vision & Mission discussion.

**Next Steps:** The Consultant team is setting up 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. The next Working Subcommittee Meeting is June 5<sup>th</sup>.





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**MEMORANDUM**

**TO:** CRC Council Members

**FROM:** Lauren Jones  
Regional Planner

**DATE:** May 8, 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 April 11, 2023:

Status Update

- The CRC is working with the Town of Victoria with a potential Virginia Outdoor Foundation – Preservation Trust Fund application to expand an existing trail. Applications are not currently open, but are expected to open in July.
- CRC staff met with the Farmville Downtown Partnership regarding potential grant opportunities.
- CRC staff participated in meeting with Buckingham County Representatives and Sarah Capps to discuss potential funding opportunities through the Tobacco Commission.

Submitted

- 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 5<sup>th</sup>.
- 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 28<sup>th</sup>.
- 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 1<sup>st</sup>.

Awaiting Approval

- Rescue Squad Assistance Fund (RSAF): Applications were due March 15<sup>th</sup>. Funding awards will be made July 1<sup>st</sup>. 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 10<sup>th</sup>.
- 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 17<sup>th</sup>.
- AARP Community Flagship Challenge Grant: CRC staff assisted the Town of Kenbridge with an AARP application to fund the purchase of a HVAC unit for the Kenbridge Recreational Center. Applications were due by March 15<sup>th</sup>.
- Town of Blackstone, USDA Rural Development (RD): CRC staff are working with 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.
- 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 28<sup>th</sup>.
- 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 15<sup>th</sup>.
- 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 20<sup>th</sup>. Funding awards are anticipated this summer.
- 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)

- 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 24<sup>th</sup> 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 1<sup>st</sup>.
- **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.

<b>Upcoming Grant Funding Opportunities</b>	
<b>Grant Opportunity</b>	<b>Deadline</b>
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
USDOT EV Charging Infrastructure Grant Program	May 30, 2023
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
Tobacco Commission Southern Virginia Fund	Open - June 7, 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.



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**MEMORANDUM:**

TO: CRC Council Members

FROM: Melody Foster, Executive Director

SUBJECT: Update - CRC EDA EDD Designation, Funding Request

DATE: February 8, 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 11<sup>th</sup> 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 17<sup>th</sup>. We are still awaiting final approval. I check in with Lauren Stuhldreher with EDA weekly. I hope to have news soon.



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May 3, 2023

The Honorable Glenn Youngkin  
Governor of Virginia  
P.O. Box 1475  
Richmond, Virginia 23218

Dear Governor Youngkin,

The Commonwealth Regional Council would like to request your assistance in assisting the poultry farmers and supporting industries that are greatly affected due to the recent announcement of the closure of Tyson poultry operations in Glenn Allen, and Amelia Virginia.

The Commonwealth Regional Council (CRC) is one of 21 Planning Districts in the State of Virginia. The CRC region is comprised of seven counties: Amelia, Buckingham, Charlotte, Cumberland, Lunenburg, Nottoway and Prince Edward. Our region is very rural with agriculture being one of the top income providers bringing in \$287,282,000 through market value of agricultural products sold in 2017 with 58% of this value coming from poultry and egg products sold. We are home to 2,489 farms of which there are 340 poultry farming operations. Five of our seven counties ranked as in the top 10 in the State of Virginia for market value of poultry & eggs sold.

I am sure you are aware; farming is an expensive and risky business. Poultry farmers have invested heavily in their poultry operations and will not be able to withstand this loss of market without assistance. The loss will not only effect poultry producers but will create a ripple effect that will also cause income loss for supporting businesses such as grain farmers, agriculture & chemical companies, as well as trucking firms.

We are seeking solutions to ensure farming is still a viable economic driver in our region. We ask that your office work with the producers of our region to find short-term solutions to keep their industry viable and the localities of our region in the long-term to aggressively seek companies with which the poultry raising community can partner with to continue this long-standing farming and economic driver for our region.

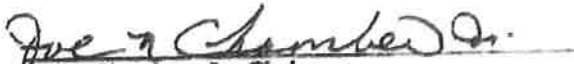
We would be happy to work with your office to set up meetings with representatives of our poultry farmers and locality representatives to further discuss this important issue.

Sincerely,

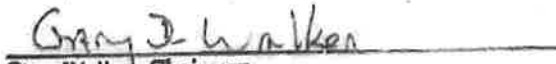
Melody Foster  
Executive Director



David M. Felts, Chairman  
Amelia County Board of Supervisors



Joe N. Chambers, Jr., Chairman  
Buckingham County Board of Supervisors



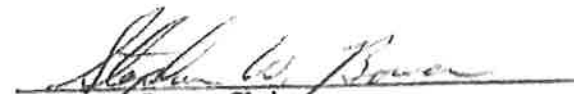
Gary Walker, Chairman  
Charlotte County Board of Supervisors



Brian Stanley, Chairman  
Cumberland County Board of Supervisors



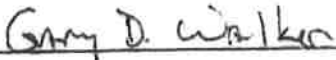
Charles R. Slayton, Chairman  
Lunenburg County Board of Supervisors



Stephen W. Bowen, Chairman  
Nottoway County Board of Supervisors



  
Llewellyn Gilliam, Jr., Chairman  
Prince Edward County Board of Supervisors

  
Gary Walker, Chairman  
Virginia's Heartland Regional Industrial Facilities Authority

Cc: Secretary of Agriculture and Forestry Matthew Lohr  
Secretary of Commerce and Trade Caren Merrick  
Secretary of Labor George "Bryan" Slater  
Senator Frank Ruff, Jr., Chair, Virginia Tobacco Region Revitalization Commission  
Dean Lynch, Executive Director, Virginia Association of Counties



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RESOLUTION OF THE COMMONWEALTH REGIONAL COUNCIL  
RATIFYING COMMUNITY DEVELOPMENT BLOCK GRANT  
REGIONAL PRIORITIES  
FOR PROGRAM YEAR 2023

WHEREAS, the Commonwealth Regional Council (CRC) was established to promote the orderly and efficient development of the physical, social and economic elements of Planning District 14 by planning, and encouraging and assisting governmental subdivisions to plan for the future; and

WHEREAS, the Department of Housing and Community Development of the Commonwealth of Virginia has requested the assistance of the Commonwealth Regional Council in the establishment of the Community Development Block Grant priorities of non-entitlement local units of government within the CRC Region; and

WHEREAS, the Commonwealth Regional Council has solicited input from all non-entitlement units of government within the CRC Region in formulating its recommendations for the Community Development Block Grant priorities for the Planning District.

NOW THEREFORE BE IT RESOLVED that the Commonwealth Regional Council hereby establishes and ratifies the Community Development Block Grant regional priorities for the CRC Region as follows:

Commonwealth Regional Council  
2023 Regional Priorities

Priority #1

Comprehensive Community Development
Public Infrastructure (Including Housing Production)

Priority #2

Housing - Housing Rehabilitation
Economic Development - Business District Revitalization

Priority #3

Community Service Facility
----------------------------

I hereby certify that the foregoing resolution was duly considered by the Commonwealth Regional Council at a Regular Full Commission meeting in Farmville, Virginia, at which a quorum was present and that same was passed by a vote of \_\_ in favor and \_\_ opposed, this 17<sup>th</sup> day of May, 2023.

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Chair, David Emert



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**MEMORANDUM:**

**TO:** Amelia County  
Buckingham County  
Charlotte County  
Cumberland County  
Lunenburg County  
Nottoway County  
Prince Edward County

**FROM:** Melody Foster, Executive Director  
**SUBJECT:** 2022 Recycling Metals Report  
**DATE:** April 24, 2023

The Commonwealth Regional Council sent a request to two Recycling Enterprises in the region to obtain recycled metal volumes for 2022, however only one Recycler responded. The Council received total volumes for the area covered by this Recycling Enterprise that includes the counties of Amelia, Buckingham, Charlotte, Cumberland, Lunenburg, Nottoway, and Prince Edward. The aggregate reported figures have been divided on a per capita basis between the seven counties of the service area utilizing the US Census 2020 populations for localities.

This recommendation is not binding on your jurisdiction but is considered an acceptable methodology by the Virginia Department of Environmental Quality (DEQ) to fairly distribute the weights recycled by enterprises with regional service areas.

Below is the aggregate report for the entire CRC service area covered by this Recycler. Please make this report available to your personnel in charge of reporting these figures to the State. Should you have any questions concerning this matter, please feel free to contact me at (434) 392-6104.

Recycling Metals Processed in 2022						
				Other		
		Auto	Other	Non-	Total	
	Alumin.	Bodies	Ferrous	Ferrous	Metals	
Amelia	0.26	0.00	0.22	0.00	0.49	
Buckingham	0.33	0.00	0.28	0.00	0.62	
Charlotte	0.23	0.00	0.19	0.00	0.42	
Cumberland	0.19	0.00	0.16	0.00	0.36	
Lunenburg	0.24	0.00	0.20	0.00	0.44	
Nottoway	0.31	0.00	0.26	0.00	0.57	
Prince Edward	0.43	0.00	0.37	0.00	0.80	
TOTALS	2.00		1.70	0.00	3.70	(Tons)