



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

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Meeting Agenda

Commonwealth Regional Council

Wednesday, September 20, 2023 9:00 a.m.

Commonwealth Regional Council Conference Room, 200 Heartland Road, Keysville, VA

- I. Welcome & Call to Order.....Chairman
- II. Invocation
- III. Pledge of Allegiance
- IV. Approval of Minutes of August 16th Council Meeting, (pg 1).....Council Members
- V. Treasurers' Report – August/September 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)
New staff introduction – Nicolette Hall, Finance Director/Planner
- VII. Scoping the Future – Discussion of Innovative/Regional Ideas, (pg 13).....Council Members
- VIII. Old BusinessChairman
 - 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
Special Guest Speaker – Amber Ellis, James River Association, Riparian Forest Buffers and Initiatives
 - 3) Update on Prince Edward Access Road Project, (pg 16).....Melody Foster
 - 4) Update on Charlotte County Comprehensive Plan (pg 17).....Lauren Jones
 - 5) Update on Buckingham County Comprehensive Plan (pg 18).....Todd Fortune
 - 6) Update on CRC Affordable Workforce Housing Development Program, (pg 19).....Lauren Jones
 - 7) Update on Kenbridge and Charlotte County ESHP Projects, (pg 21).....Lauren Jones
 - 8) Update on Regional VATI Grant for Cumberland, Lunenburg & Prince Edward, pg (22).....Todd Fortune
 - 9) Update on Drakes Branch Admin – SLFRF Funds Projects, pg (24).....Melody Foster
 - 10) Update on Drakes Branch Building Acquisition Project, pg (25).....Todd Fortune
 - 11) Update on Blackstone Armory-Environmental Cleanup Project, (pg 26).....Todd Fortune
 - 12) Update CRC Regional Hazard Mitigation Plan Update, pg (27).....Todd Fortune
 - 13) Update on SEED Innovation Hub Project, pg (28).....Lauren Jones
 - 14) Update on New Regional Economic Development Organization (REDO) Grant, pg (29).....Melody Foster
 - 15) Report on Virginia Rural Leadership Institute Attendance.....Todd Fortune
 - 16) Council Member Comments
- IX. New BusinessChairman
 - A. Staff Reports
 - 1) Update on Grant Writing, (pg 30).....Lauren Jones
 - 2) EDA Notification - Local Technical Assistance Funds, (pg 33).....Melody Foster
 - 3) Southeast Crescent Regional Commission – Allocation of Local Development District Funds, (pg 36).....Melody Foster
 - 4) CRC FY23-24 Budget Amendment Adoption – **Separate Insert**.....Melody Foster
 - 5) Update - Recruitment of a Poultry Processor.....Melody Foster
 - 6) Council Member Comments
- X. Commonwealth Intergovernmental Review Process, None
- XI. Other Business
- XII. Council Member Comments
- XIII. Adjourn – **Next Meeting Date – Wednesday, October 18, 2023, CRC**

COMMONWEALTH REGIONAL COUNCIL
200 Heartland Road
Keysville, VA 23947 | 434-392-6104 PHONE
www.virginiashartland.org

**Commonwealth Regional Council
CRC Conference Room
Keysville, Virginia
August 16, 2023**

Welcome & Call to Order

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

Invocation and Introductions

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

ROLL CALL**MEMBER REPRESENTATIVES**

Amelia:

Mr. Dexter Jones

*Mr. David Felts

Buckingham:

Mr. Thomas Jordan Miles, III

*Mr. Karl Carter

Charlotte:

Mr. Gary Walker

*Mr. Walt Bailey

Cumberland:

Mr. Brian Stanley

*Ms. Stephany Johnson

Lunenburg:

Mr. Mike Hankins

*Ms. Taylor King

Nottoway:

Mr. Sherman Vaughn

**VACANT

Prince Edward:

Mr. David Emert

*Dr. Odessa Pride

Non-Member Representatives:

SVCC:

PRESENT

Mr. Dexter Jones

*Mr. Karl Carter

Mr. Gary Walker
(Vice Chairman)

Mr. Brian Stanley (V)

Mr. Mike Hankins
(Secretary)
*Ms. Taylor King

Mr. Sherman Vaughn

Mr. David Emert
(Chairman)

ABSENT

*Mr. David Felts

Mr. Thomas Jordan Miles, III
(Treasurer)

*Mr. Walt Bailey

*Ms. Stephany Johnson

** VACANT

*Dr. Odessa Pride

****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)

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

Tony Banks, Virginia Farm Bureau (V)

Penny Whiteheart, Creative EDC

(V) Denotes attendees who participated virtually.

Approval of Minutes of July 19, 2023 Council Meeting:

Mr. Harkins moved and Mr. Walker seconded to approve the minutes as presented. Motion carried.

Treasurer's Report:

July/August: Ms. Foster stated that Mr. Miles was out of the state for work training and would not be able to attend the meeting. Mr. Emert gave the Financial Report in Mr. Miles place. He stated that he reviewed the financial report and found everything to be in order. Mr. Walker moved and Mr. Harkins 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. Ms. Foster stated that she met virtually with Sheri McGuire- Longwood, Lauren Stuhldreher – EDA, and Bryan Davis – GO Virginia Region 3 to prepare for a panel presentation of the SEED Innovation Hub- How to stay the Course in Gaining funding from Multiple Funding Agencies at the VAPDC Conference in Norfolk, VA. Ms. Foster stated that she attended and presented at the VAPDC annual summer conference. Ms. Foster also stated that at this conference she received the 2023 Gordon N. Dixon Award in recognition for outstanding leadership and contributions to promoting regionalism within the Commonwealth of Virginia. Ms. Foster stated that she also met with DHCD and SCRC representatives to discuss Southeast Crescent Regional Commission to Local Development District funding for the CRC. She stated that she completed and submitted the request letter of intent to receive

funds from the SCRC. With these funds, the exact funding amount is unknown at this time. The SCRC will provide the estimated funding allocation prior to the submission of the full application.

Scoping the Future - Discussion of Innovative/Regional Ideas: Mr. Fortune gave an update on the High Bridge Trail State Park Expansion Project. Mr. Fortune stated that he had talked with Daniel Jordan, the Park Manager of High Bridge Trail State Park. Mr. Jordan mentioned the trail expansion project to Pamplin is underway. They are currently preparing the bid package for construction. They are hoping to post the IFB over the course of the next few weeks. Mr. Fortune also stated that he also asked him about the construction of the Visitor Center. Mr. Fortune stated that he was advised that the project is currently under construction.

Old Business:

Staff Monthly Project Reports:

Update on Regional Emergency Planning Activities: Mr. Fortune stated that a report was included in the Council packet. Mr. Fortune stated that the CRC held a virtual meeting with local emergency managers on July 27th to discuss ideas for outreach materials/activities. CRC staff will begin work on developing their materials over the next few months. CRC staff are also exploring options for setting up an informational booth at a local event sometime in 2024. Mr. Fortune stated that the current end date for this grant is June 30, 2024. However, given the delay in getting under contract for the grant, the CRC may need to request an extension on this grant.

Update on Watershed Implementation Plan (WIP) Phase III: Ms. Foster stated a report was included in the Council packet. Ms. Foster stated that CRC staff has been researching and sending along grant opportunities to localities. Ms. Foster stated that the CRC has also been reaching out with grant project ideas. Ms. Foster stated that Ms. Jones has scheduled another Rain Barrel Workshop at the new CRC office location in Keysville. Ms. Jones stated that she has scheduled the Rain Barrel Workshop for August 23rd from 4 to 6pm in coordination with the Charlotte County Extension Office. Ms. Jones stated that at the time she had 4 kids signed up for this activity. Ms. Foster also stated that she has submitted the WIP Scope of Work for the 2024 year to DEQ for review. Ms. Foster stated that DEQ staff will reach out later this fall with an official contract for review and signature.

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 completed the paving and is currently working on punch list items after the final inspection by VDOT. The CRC is assembling the final reimbursement request on the project. The access road project is close to completion.

Update on Nottoway County Comprehensive Plan Update: Mr. Fortune stated that a report was included in the Council packet. Mr. Fortune stated that the Nottoway Board of Supervisors held a public hearing on the plan during its July 20 monthly meeting. After the public hearing, the board voted to adopt the Plan with the caveat that the language recommended for removal by the Planning Commission will be included in the plan. The CRC will be preparing copies of the final plan for distribution to Nottoway County during the coming weeks.

Update on Charlotte County Comprehensive Plan Update: Ms. Jones stated that a report was included in the Council packet. A work session was held on July 25th. The group reviewed revised draft sections V and VI. The next work session will be held on August 17th. The CRC will review the revised draft Section VI. With time permitting, the group will continue discussions on draft of section VII and

discuss the next steps towards the adoption of the Plan.

Update on CRC Affordable Workforce Housing Development Program: Ms. Jones stated that a report was included in the Council packet. Ms. Jones stated that CRC staff assembled and submitted the monthly request to Virginia Housing. Cardinal Homes delivered and set two of the homes in Crewe for Piedmont Habitat. Piedmont Habitat volunteers are currently working to complete the remaining work on two of the homes on Andrew Drive in Farmville and California Ave in Crewe. Two of the homes on Andrew Drive are complete. All of the Andrew Drive homes are expected to be completed by the end of August. Ms. Jones stated that she attended an open house event for Piedmont Habitat on July 28th to tour their most recently completed house and learn about Piedmont's plans to help meet the need for additional housing needs across the region. CRC staff has also set up another compliance review with Virginia Housing for all four of the homes on Andrew Drive for August 24th.

The Smyth Properties' contractor has completed framing, rough-in electrical, plumbing, HVAC Inspections, and Insulation on 120 and 114 S Broad Street buildings. The contractor will be installing drywall over the course of the next few weeks. The CRC has set up a site visit for August 31st to see the progression of the project. The Town of Blackstone's first home is complete. Staff from CRC, the Town of Blackstone, Southside Outreach, and Virginia Housing completed a compliance review of the first home.

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. Harris and Sons, the contractor hired by the Town of Kenbridge, has completed the remaining painting and carpentry work on the Town Hall building. She stated that only a small portion of the carpentry work was covered by this grant. CRC staff assembled and submitted the final close out report and final reimbursement request. Contractors hired by Charlotte County have completed the landscaping, excavation and HVAC work. Charlotte County Staff awarded the bid for Plaster Repairs to Virginia Drywall and Plaster, LLC. The Contractor is expected to begin work in September.

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 August 7th, Kinex and their contractor has completed 3,721 passings and about 508 installs for new customers. Mr. Fortune stated that CRC staff were made aware of a verbal altercation between a crew from GAC and a local resident in Lunenburg County on August 3rd regarding right-of-way issues in which deputies from the Sheriff's Department and Lunenburg County staff responded. It was determined that the crew was working within the right-of-way. CRC and Lunenburg staff discussed this matter with Mr. Garrett to inform him of the situation and discuss potential remedies to minimize the risk of future incidents. Ms. King stated that she completed an incident report and has provided this report to the CRC.

Update on Drakes Branch SLFRF Projects: Ms. Foster stated that a report was included in the Council packet. The Town held a kick-off meeting on July 20th with the contractor, town employees and the CRC. The Town is investigating the purchase of needed software and purchasing IT equipment for reading the meters as well as ordering additional sized meters. Installations of meters will begin in the

coming weeks.

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 the Town Attorney is in the process of conducting title searches on the affected properties to determine if any of them have tax/lien or other legal issues. One property has some judgments attached to it, and has been designated for a tax sale. Title searches on the other three properties turned up no issues. The Town is preparing to begin purchase negotiations with the owners of the three properties with clean titles. The Town Attorney is preparing to begin work on additional title searches in mid-August.

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 abatement, 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 Waco Inc. has completed the asbestos abatement work and Hydrogeo Environmental had removed the underground tank. The lead abatement contractor, Waco, Inc., is proceeding with the lead abatement work per their contract with the Town. This work is taking longer than expected. As a result, a Change Order has been executed to extend the completion date for this work to August 11.

Update on CRC Hazard Mitigation Plan Update: Mr. Fortune stated that a report was included in the Council packet. Mr. Fortune stated that per the July 7th update, FEMA Regional 3 staff are currently reviewing the Plan. They have advised that they received the draft Plan on July 10 and that their review can take up to 45 days.

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 Longwood Real Estate Foundation is currently working on preparing documents to submit a mortgage waiver to the EDA. The Covenant of Use component of the project is still being discussed between both parties' legal teams. Ms. McGuire stated that the LUREF has a board meeting later this week to discuss their next steps.

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, but we have a guest speaker – Penny Whiteheart from Creative EDC that will provide a short presentation on the CRC REDO. Ms. Whiteheart went over the process of how the strategic plan was being developed. She stated that the consultant team has facilitated discussions with County Administrators, local allies, local officials, and local stakeholders of the community. Ms. Whiteheart went over the next steps for the group including completing input sessions and completing the draft Plan.

Update on Buckingham County Comprehensive Plan Update: Mr. Fortune stated that a report was included in the Council packet. Mr. Fortune stated that the CRC is assisting the County in developing the Buckingham County Comprehensive Plan Update. CRC staff attended the Planning Commission's monthly meeting on July 24th and presented a summary report of the previously held Community

Meeting to the Commission for review. During this meeting, discussions began on the development of a citizen survey. Mr. Fortune stated that the survey will be presented at the August Meeting.

Council Member Comments: There were none.

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 Curdsville Community Center to seek funding opportunities to renovate the community center. Ms. Jones also stated that the Town of Blackstone has elected to withdraw their application to USDA Rural Development due to DHR concerns. Ms. Jones stated that the CRC has been working with the Farmville Downtown Partnership and Joe Hienz (former landlord) to discuss potential applications to the IRF grant program. Ms. Jones also highlighted the CRC has been facilitating discussions with Cumberland County and Mary E. Branch Heritage Center with potential applications to the NPS, African American Civil Rights grant.

Ms. Jones also stated that the CRC assisted four localities – Amelia County, Lunenburg County, the Town of Farmville and the Town of Keysville with pre-applications to the VDOT Transportation Alternatives Program (TAP) to fund the construction of pedestrian facilities. CRC staff, VDOT, and County staff attended two site visits for Amelia and Lunenburg Counties. The Lunenburg, Amelia, and Farmville applications have been screened to move forward with the full TAP application. The Town of Keysville was been screened out of this application due to Railroad crossing. VDOT has recommended the town proceed with another pot of money that known as the Ready, Set, Go to seek planning grant funds for this project.

Mr. Jones stated that we are assisting the Town of Crewe with an application to the DHCD's CBDG Planning Grant. Mr. Fortune stated that DHCD has changed how you apply for this program. DHCD advised Mr. Fortune that the Town of Crewe would have to complete certain planning activities prior to the applying for this grant. The CRC is assisting the town with these planning activities.

Mr. Jones asked if we were able to find any funding for Animal Shelters. Ms. Foster stated that we are continuously looking funding for animal shelters.

Ms. Jones congratulated the Prince Edward County Fire and Rescue for being funded \$162,585 in grant funds from the Assistance to Firefighter's Grant to purchase thermal imaging camera's for all of the fire departments within the County.

EDA Notification – Request for EDA Local Technical Assistance Funds: Ms. Foster stated EDA is still waiting on the funding to be appropriated into the correct funding opportunity, so they can allocate it to the program.

AFID Planning Grant, CRC Feasibility Study of the Capacity of Southside Virginia for the recruitment of a Poultry Processor: Ms. Foster stated a copy of the grant writing report is included in the packet. Ms. Foster stated that the Secretary of Agriculture and Forestry's office recommended the that the region should consider an AFID Planning Grant would be helpful in his offices continued efforts to recruit a poultry processor to the region. The CRC, Virginia Farm Bureau, and VDACS to discuss this grant request. Tony Banks, Senior Assistant Director from the Virginia Farm Bureau Federation, put together a draft concept for the grant request. This fast-track study could be completed within 9 months

along with targeted products being reported along the way the will support the continued efforts of recruiting a poultry processor in the region. The AFID grant may fund up to \$35,000. It is estimated that the study will cost \$70,000. The AFID Planning Grant requires a dollar-for-dollar match. Therefore, each County would be asked to provide \$5,000 per county as matching funds for this request. A request for matching funds will be sent out to all seven counties or approval. Ms. Foster asked her board, whom are elected officials, what their thoughts were on this request being approved. Discussion was held on the subject with many of the leaders stating funding may not be approved with additional facilities announcing closings. Mr. Banks stated that at the end of the day there is a chance we could see the same result after completing this study. There is still demand for poultry products, but companies are pushing for more efficiency. The Study could help document this process and needs to develop recommendations. Ms. Foster stated that there is also a possibility another avenue may proceed as well. Mr. Emert stated that Ms. Foster may proceed with approaching the counties for this request.

Recommendation for Managed IT Services – ITG Technology Services: Ms. Foster stated that the memo and proposal for the Managed IT Services are in the packet. Ms. Foster stated that she has sent out a request for proposals for Managed IT services for the CRC's IT equipment. The CRC received three proposals from Integrated Technology Group (ITG), Zachary McKinney Technology, and RGB Technology. She stated the proposals are attached. Ms. Foster stated that after reviewing all three proposals she recommend approval of the ITG Proposal for \$13,058.40 annually as well as the one-time cost of \$8,254.44. The one-time costs proposed are to bring outdated equipment up-to-date. She stated that ITG proposal was the most comprehensive package that includes not only managed IT but providing service calls on equipment and a 24 hr. call center for IT issues not included in other proposals. ITG currently service the Heartland Building conference room through a contract with Charlotte County. The CRC approved budget FY2023-24 Budget allowed \$6,000 for managed IT Services. Therefore, since this recommendation is an increase in the budgeted amount, Ms. Foster sought approval to move forward on this contract. Mr. Walker moved and Mr. Hankins seconded to approve recommendation as presented. Motion carried.

Election of Mike Hankins to VAPDC Board of Directors: Ms. Foster stated a copy of the news release is in the packet. Ms. Foster congratulated Mr. Hankins on being elected to the Virginia Association of Planning District Commission's (VAPDC) Board of Directors. Mr. Hankins was nominated by the Executive Director of the CRC to fulfill this role. The VAPDC took action at their July 27th Annual Board Meeting to confirm his nomination to the VAPDC Board of Directors. Mr. Hankins participated in the July 28th Board of Directors meeting held in Norfolk, VA.

Council Member Comments: There were none.

Commonwealth Intergovernmental Review Process (CIRP): There were no comments.

Other Business: There was none.

Council Member Comments: There were none.

Adjournment, Next Meeting: Mr. Hankins moved and Mr. Vaughan seconded to adjourn the meeting. Motion carried. The meeting adjourned at 9:50 a.m. The next meeting was set for Wednesday, September 20th, at the CRC's office located at the Heartland Building in Keysville, Virginia.

Mr. Mike Hankins, Secretary

Treasurer's Report - Cash on Hand & Account Balances

For the Period of August 10, 2023 thru Sept 13, 2023

<u>Cash on Hand</u>	<u>Period Ending</u>	<u>Year to Date</u>
Total Income	\$ 1,232,984.67	\$ 1,245,134.67
Total Expenses	\$ 301,154.48	373,972.22
Net Income	\$ 931,830.19	\$ 871,162.45
Cash on Hand	\$ 1,736,989.87	\$ 1,736,989.87

Account Balances as of September 13, 2023

Benchmark (M2)	\$ 234,268.02
BB&T (M1)	\$ 697,416.22
Benchmark (CD1)	\$ 53,103.58
Benchmark (CD2)	\$ 15,035.84
BB&T (PR)	\$ 6,274.79
BB&T (Oprtg)	\$ 730,891.42
	<u>\$ 1,736,989.87</u>

Prepared by: Nicolette Hall, September 13, 2023

****Note:** Items 47060, 47070 and 47080 are pass-thru revenue funds for current grant projects and are not counted as income for the CRC. Corresponding expenses categories are 79036, 79045 & 79046.

*47060/79045 VH PDC Housing Program Funds

*47070/79036 VATI Regional Broadband Grant

*47080/79046 CRC REDO (GOVA Grant) *Reminder - the CRC committed \$10,000 to the CRC REDO Grant as cash match.*

Commonwealth Regional Council Financial Statement August 10 through September 13, 2023

9:08 AM
09/13/23
Accrual Basis

	Aug 10 - Sep 13, 23	Budget	Jul 1 - Sep 13, 23	YTD Budget	Annual Budget
Income					
40000 - Revenue					
43000 - Local Member Investment					
43010 - Amelia Local Member Investment	19,000.00	13,483.87	19,000.00	19,000.00	19,000.00
43020 - Buckingham Local Member Investim	19,000.00	13,483.87	19,000.00	19,000.00	19,000.00
43030 - Charlotte Local Member Investme	19,000.00	13,483.87	19,000.00	19,000.00	19,000.00
43040 - Cumberland Local Member Investm	19,000.00	13,483.87	19,000.00	19,000.00	19,000.00
43050 - Prince Ed Local Member Investme	19,000.00	13,483.87	19,000.00	19,000.00	19,000.00
43060 - Lunenburg Local Member Investme	19,000.00	13,483.87	19,000.00	19,000.00	19,000.00
43095 - Nottoway County	0.00	13,483.87	0.00	19,000.00	19,000.00
Total 43000 - Local Member Investment	114,000.00	94,387.09	114,000.00	133,000.00	133,000.00
Total 40000 - Revenue	114,000.00	94,387.09	114,000.00	133,000.00	133,000.00
44000 - VA Regional Cooperation					
45000 - Project Funding					
45880 - CRC Regional Haz Mit Plan Updat	0.00	2,958.68	0.00	6,286.68	31,062.00
45900 - Prince Edward Access Road Admin	7,500.00	714.38	7,500.00	1,520.83	7,500.00
45955 - PDC Housing Program	4,425.55	1,905.02	4,425.55	4,055.56	20,000.04
45965 - Charlotte Comp Plan Update	0.00	242.89	0.00	517.08	2,550.00
45970 - Kenbridge ESHPF Grant Admin	0.00	1,157.30	12,150.00	2,463.75	12,150.00
45975 - Charlotte ESHPF Grant Admin	0.00	185.17	0.00	394.20	1,944.00
45985 - VATI Regional Broadband Grant	0.00	2,222.49	0.00	4,731.42	23,333.04
45990 - Drakes Branch SLFRF Admin	0.00	290.43	0.00	618.29	3,049.08
45991 - Blackstone Armory Abatement Adm	0.00	381.01	0.00	811.13	4,000.08
45992 - Amelia Mod Comp Plan Update	0.00	571.51	0.00	1,216.67	6,000.00
45993 - VATI Audit funds	0.00	381.01	0.00	811.13	4,000.08
45995 - Drakes Branch VDEM Grant Admin	0.00	1,964.65	0.00	4,182.51	20,626.08
45996 - Buckingham Comp Plan Update 23	0.00	2,381.28	0.00	5,069.46	25,000.08
45997 - Lunenburg Comp Plan Update 24	0.00	2,381.28	0.00	5,069.46	25,000.08
45998 - SHSP Comm Outreach & Prep.	0.00	1,238.27	0.00	2,636.13	13,000.08
45999 - Longwood SEED Inn Hub Admin	0.00	3,085.55	0.00	6,568.78	32,394.00
Total 45000 - Project Funding	11,925.55	22,060.92	24,075.55	46,965.08	231,608.64
46000 - Other Funding					
46005 - DEQ 2021 CRC WIP II Assistance	0.00	5,524.56	0.00	11,761.13	58,000.08
46010 - VDOT-Transport Planning	0.00	5,524.56	0.00	11,761.13	58,000.08
46040 - Interest Income	0.00	76.20	0.00	162.23	800.04
Total 46000 - Other Funding	0.00	11,125.32	0.00	23,684.49	116,800.20
47000 - Pass Thru Fundds					
47060 - VH PDC Housing Program Funds	230,969.49	0.00	230,969.49	0.00	0.00
47070 - VATI Broadband	861,639.90	0.00	861,639.90	0.00	0.00
47080 - CRC REDO	14,449.73	0.00	14,449.73	0.00	0.00
Total 47000 - Pass Thru Fundds	1,107,059.12	0.00	1,107,059.12	0.00	0.00
Total Income	1,232,984.67	136,143.16	1,245,134.67	221,893.71	571,379.92
Expense					
71000 - Personnel Costs					
71010 - Salary Distribution	15,931.52	29,728.76	39,828.80	63,288.98	312,110.04
71040 - Payroll Expenses (SS/FICA)	1,218.77	2,274.21	3,046.91	4,841.53	23,876.04

Commonwealth Regional Council Financial Statement

August 10 through September 13, 2023

	Aug 10 - Sep 13, 23	Budget	Jul 1 - Sep 13, 23	YTD Budget	Annual Budget
71150 - Unemployment Ins.	0.00	12.58	0.00	26.77	132.00
71200 - VRS Contribution	3,808.33	6,611.65	7,267.97	14,075.42	69,413.04
71350 - Staff Train/Conference	0.00	762.01	781.90	1,622.23	8,000.04
71400 - Workmens Comp Ins	0.00	47.63	0.00	101.40	500.04
71500 - Group Health Insurance	4,818.29	3,810.05	7,238.03	8,111.13	40,000.08
71600 - Life Insurance	31.65	33.34	94.95	70.98	350.04
71700 - Other Staff Costs	0.00	77.07	0.00	164.06	809.04
71750 - Employee Cell Phone Stipend	0.00	285.75	300.00	608.33	3,000.00
Total 71000 - Personnel Costs	25,808.56	43,643.05	58,558.56	92,510.83	458,190.36
72000 - Office Operations					
72005 - Cleaning & Maint-Bldg	400.00	548.65	800.00	1,168.00	5,760.00
72010 - Lease Costs	2,400.00	1,371.61	3,600.00	2,920.00	14,400.00
72015 - Utilities	345.42	238.13	1,027.57	506.96	2,500.08
72020 - Telephone/Internet Costs	0.00	333.38	430.91	709.73	3,500.04
72030 - Postage and Freight	0.00	114.30	372.17	243.33	1,200.00
72035 - Express Mail	0.00	11.43	22.80	24.33	120.00
72040 - Consumable Supplies	0.00	342.90	718.53	730.00	3,600.00
72050 - Dues and Subscriptions	0.00	33.34	0.00	70.98	350.04
72060 - Office Insurance	0.00	9.53	0.00	20.29	100.08
72070 - Administrative Costs	0.00	1,238.27	0.00	2,636.13	13,000.08
72080 - Office Costs - Other	988.66	285.75	988.66	608.33	3,000.00
72085 - Office Moving Expense	0.00	0.00	1,256.15	0.00	
Total 72000 - Office Operations	4,134.08	4,527.29	9,216.79	9,638.08	47,530.32
73000 - Office Equipment					
73010 - Office Equipment	0.00	238.13	0.00	506.96	2,500.08
73030 - Equipment Maintenance	0.00	838.21	1,376.60	1,784.46	8,800.08
73040 - Equipment Repair	0.00	190.50	0.00	405.56	2,000.04
73050 - Equipment - Other	6,190.83	401.96	6,385.78	855.73	4,220.04
Total 73000 - Office Equipment	6,190.83	1,668.80	7,762.38	3,552.71	17,520.24
74000 - Auto/Staff Travel					
74020 - Staff Mileage	457.50	600.08	1,413.80	1,277.50	6,300.00
Total 74000 - Auto/Staff Travel	457.50	600.08	1,413.80	1,277.50	6,300.00
75000 - Meetings/Memberships					
75010 - Council Meetings	1,183.70	495.31	2,553.78	1,054.46	5,200.08
75020 - Committee Meetings	0.00	38.11	0.00	81.13	400.08
75030 - Staff Meetings	120.00	47.63	175.93	101.40	500.04
75040 - Council Memberships	3,800.00	676.28	3,800.00	1,439.73	7,100.04
75050 - Other Meeting Costs	0.00	19.05	0.00	40.56	200.04
75060 - Public Official Insurance Cov.	0.00	171.45	0.00	365.00	1,800.00
Total 75000 - Meetings/Memberships	5,103.70	1,447.83	6,529.71	3,082.28	15,200.28
77000 - Collateral Materials					
77010 - Web Page Costs	0.00	333.38	21.17	709.73	3,500.04
Total 77000 - Collateral Materials	0.00	333.38	21.17	709.73	3,500.04
78000 - Local Relations					
78010 - Newsletter/Annual Report	0.00	14.29	0.00	30.42	150.00
78030 - Other	0.00	95.25	0.00	202.79	1,000.08
Total 78000 - Local Relations	0.00	109.54	0.00	233.21	1,150.08

Commonwealth Regional Council
Financial Statement
August 10 through September 13, 2023

	Aug 10 - Sep 13, 23	Budget	Jul 1 - Sep 13, 23	YTD Budget	Annual Budget
79000 - Other Program Costs					
79030 - Planning Project Costs					
79036 - VATI Broadband	137,433.40	0.00	137,433.40	0.00	
79045 - VH PDC Hous Prog-Partner Expens	121,002.66	0.00	121,002.66	0.00	
79046 - CRC REDO	0.00	0.00	22,000.00	0.00	
79030 - Planning Project Costs - Other	1,023.75	476.26	1,023.75	1,013.90	5,000.04
Total 79030 - Planning Project Costs	259,459.81	476.26	281,459.81	1,013.90	5,000.04
79050 - Contingency Costs	0.00	238.13	9,010.00	506.96	2,500.08
Total 79000 - Other Program Costs	259,459.81	714.39	290,469.81	1,520.86	7,500.12
Total Expense	301,154.48	53,044.36	373,972.22	112,925.20	556,891.44
Net Income	931,830.19	83,098.80	871,162.45	108,968.51	14,488.48



IN PARTNERSHIP WITH

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TO: CRC Representatives
FROM: Melody Foster, Executive Director
SUBJECT: CRC Executive Director Monthly Activities
DATE: September 13, 2023

- Met with Mary E. Branch Heritage Center representatives to discuss funding opportunities for the renovation of the Center building.
- Corresponded with Tory McGowan with the Virginia Department of Housing and Community Development (DHCD) to discuss questions regarding the Industrial Revitalization Fund grant program.
- Interviewed potential Finance Director/Regional Planner employee candidate.
- Corresponded with Prince Edward County to submit Prince Edward County reimbursement funding requests for the Prince Edward County Access Road project to VDOT and the Tobacco Commission.
- Corresponded with VDOT, Tobacco Commission and the County's consultant Timmons to respond to feedback on funding reimbursement requests for the Prince Edward County Access Road project.
- Corresponded with Bills Scruggs, Virginia Department of Agriculture & Consumer Services (VDACS) and Trent Johnson (farmer) to continue discussions on the loss of a poultry facility serving the region.
- Corresponded with Nicolette Hall, CRC Finance Director/Planner to begin work on September 11, 2023.
- Met virtually with VAPDC Committee members assigned to work on requesting additional funds for Planning Districts in Virginia in the next biennial budget proposed by Governor Youngkin.
- Participated in a kick-off meeting with ITG for the Managed IT services.
- Met virtually with Neal Barber, Amelia EDA, Bryan David with GO Virginia Region 3 and Todd Fortune to discuss GO Virginia funding for the Amelia Richardson Road project.
- Participated in bi-weekly CRC REDO meetings with consultants to discuss GOVA grant project progress.
- Participated in Virtual CRC REDO Working Committee meeting.
- Met virtually with ITG to receive Managed IT services quote for the CRC.
- Completed and submitted application to receive \$33,000 in Southeast Crescent Regional Commission (SCRC) Local Development District allocated funding for the CRC.
- Participated in virtual kick-off meeting with Lauren Stuhldreher, EDA and Lauren Jones to discuss notice of EDA funding (\$70,000).
- Met with CRC Budget Committee to review Amended CRC FY24 Budget to include EDA & SCRC funds.
- Met virtually with Andy Coe, Convergent Nonprofit Solutions part of the consultant team for the new REDO to discuss setting up a meeting to discuss the fundraising feasibility piece of the GOVA CRC REDO project.
- Participated in DEQ Watershed Implementation Plan (WIP) III Chesapeake Bay Planning District meeting in Richmond.
- Met with Jay Ellington, Executive Director Crater Planning District Commission to discuss the roles of Executive Directors and CRC services.
- Participated in review comments meeting from USDOT on unfunded Prince Edward RAISE Grant for Route 460 Interchange project, also met with VDOT and Prince Edward to discuss new application for Fall 2023.
- Met with representatives of Mary E. Branch Heritage Center, Doug Stanley, Prince Edward County Administrator, Scott Davis, Farmville Town Manager and CRC staff to discuss grant funding for the Center.
- Participated virtually in the monthly Virginia Housing, Planning District Affordable Housing Program meeting.
- 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: September 12, 2023

SUBJECT: Update on Regional Emergency Planning Activities

As you are aware, the CRC was awarded a State Homeland Security program (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, FEMA placed on hold on these funds at the time of award. That hold was released on May 16, 2023.

Update: CRC staff is working on developing outreach materials/activities. CRC staff hope to have materials ready for local Emergency Managers to review in November or December. CRC staff are continuing to explore options for setting up an informational booth at a public event sometime in 2024.

NOTE: The current end date for this grant is June 30, 2024. However, given the delay in getting under contract for the grant, the CRC may need to request an extension on this grant.

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: September 13, 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.
 - Reaching out to localities with grant project ideas.
 - Researching opportunities for the CRC to assist in documenting BMP activities in the region in the DEQ BMP warehouse.
 - Updating CRC website and Facebook page.
 - Hosted the second Kids Rain Barrel Workshop on August 23, 2023 in coordination with the Virginia Cooperative Extension. Unfortunately, even though we requested signing up in advance to purchase supplies, no one showed up. CRC staff and Charlotte County Virginia Cooperative Extension staff brainstormed on ways to ensure better participation at a rescheduled workshop in the future.
 - CRC staff and Charlotte County Virginia Cooperative Extension staff met with the Charlotte County Superintendent to gain permission to hold Rain Barrel Workshops in after-school programs at all 3 Elementary Schools in Charlotte County. More to come on dates and times.
 - CRC staff attended a DEQ meeting with all WIP III Chesapeake Bay funding recipients to discuss work activities and funding opportunities.

We have a guest speaker this month, Amber Ellis, James River Association, who will be sharing information on Riparian Forest Buffers and Initiatives.



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TO: CRC Representatives/Prince Edward County IDA

FROM: Melody Foster, Executive Director

SUBJECT: Prince Edward Access Road Project – Update

DATE: September 13, 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 project is complete. The CRC has assisted in submitting reimbursements to VDOT and the Tobacco Commission (TRRC). We are currently assisting in any follow-up information needed to close out requests.





MEMORANDUM

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

FROM: Lauren Jones
Regional Planner

DATE: September 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 August 7th:

- The last work session was held with the Planning Commission on August 17. County staff provided a memo regarding solar density language as it is currently addressed in the draft plan. The Board selected to table discussion of this language until the next work session. The CRC reviewed the revised draft Section V (Special Policy Areas), and the first portion of draft Section VI (Goals, Objectives, and Strategies) with the Commission. Draft solar language provided by the Berkley Group are included in Section IV – VI of the plan with revisions made as requested.
- The next work session will be held on September 21st. The CRC will review the revised draft Section VI (Goals, Objectives, and Strategies) and Section VII (Implementation Plan) with the commission, and discuss solar density language in draft Section V (Special Policy Areas) of the comprehensive plan. If feasible, the CRC will discuss setting up a public hearing to review the draft plan.

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

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



MEMORANDUM

TO: Karl Carter, County Administrator
Members of the Buckingham County Board of Supervisors

FROM: Todd Fortune *Todd Fortune*
Deputy Director

DATE: September 12, 2023

SUBJECT: Buckingham County Comprehensive Plan Update – Monthly Update

As you are aware, the Commonwealth Regional Council (CRC) is assisting Buckingham 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 August 7:

- The citizen survey was presented to the Planning Commission during the August 21 work session. The Planning Commission requested some changes, which were made by CRC staff.
- The survey went live on August 29. Surveys are available via hard copy, online, and via a QR Code. Citizens have until October 6 to complete the surveys.
- The next Planning Commission work session is scheduled for September 18. At this meeting, CRC staff will review draft Sections 1 and 2 with the Commission and provide an update on the citizen surveys.

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

cc: Melody Foster, Executive Director, CRC
Nicci Edmonston, Zoning/Planning Administrator



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MEMORANDUM:

TO: CRC Representatives

FROM: Lauren Jones, Regional Planner

SUBJECT: CRC Affordable Workforce Housing Development Program

DATE: September 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: CRC staff assembled and submitted the monthly reimbursement request to Virginia Housing.

- Piedmont Habitat – Piedmont's contractor and volunteers are currently working to complete the remaining work on two of the homes on California Ave in Crewe. All the Andrew Drive homes have been completed. On August 24th, CRC staff completed a compliance review with Virginia Housing for all four of the homes on Andrew Drive. Pictures are included on the next page.
- Smyth Properties – The contractor has hung and mudded the drywall in both buildings. The contractor is working on painting the interior of the building. CRC staff, Town staff, Virginia Housing staff, and Mr. Hankins visited 114 and 120 South Board for a Site Visit on August 31st. Pictures are included on the next page.
- Town of Blackstone/ Southside Outreach – The first house has been completed and has received the Certificate of Occupancy. Staff from the CRC, the Town of Blackstone, Southside Outreach, and Virginia Housing completed a compliance review of the first home.

Andrew Drive Homes – Compliance Review



Smyth Properties – Site Visit





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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: September 12, 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 and carpentry work on the Town Hall building (only a small portion of the carpentry work will be covered by this grant). This grant has been closed out. The CRC and Town Staff have been in communication with DHR staff in regards to the final preservation agreement, which will be recorded at Lunenburg County's Deed office.

Charlotte County Courthouse Complex Drainage Project – Charlotte County staff awarded the bid for Plaster Repairs to Virginia Drywall and Plaster, LLC. The contractor is expected to begin work in November. 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.



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MEMORANDUM

TO: CRC Council Members

FROM: Todd Fortune 
Deputy Director

DATE: September 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.

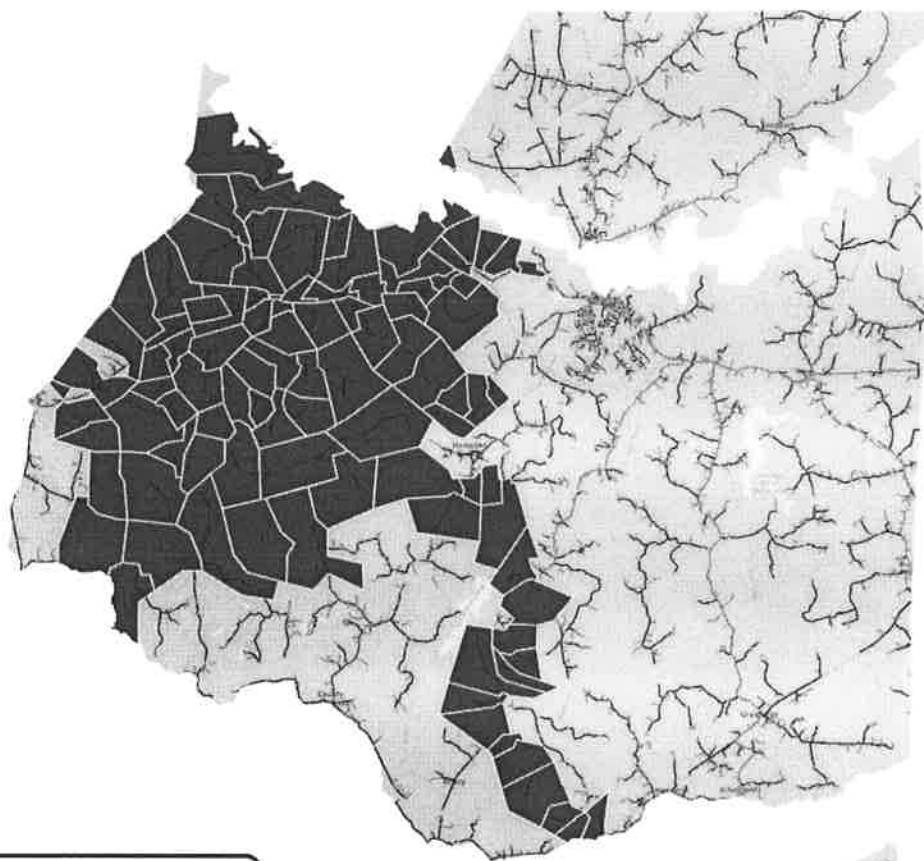
Update:

- Kinex and their contractors are continuing to work in Lunenburg County to lay down middle-mile fiber for unserved areas of the County.
- CRC staff have been made aware of damage to roads in Lunenburg County that occurred while Kinex contractors were working to lay down fiber. Lunenburg County staff met on site with representatives from the contractor and VDOT on September 6th to survey the damage and discuss how to remedy the issue. Additionally, Kinex and their contractor have been working with VDOT to develop a plan to address future damage and assure that proper traffic control measures are in place.
- Kinex crews continue to work in parts of Prince Edward and Lunenburg Counties where middle-mile fiber is in place to complete installs for new customers.
- Mr. Garrett advised that once middle-mile work is completed in Lunenburg County, Kinex plans to move into unserved areas of Prince Edward and Cumberland Counties.
- As of September 3rd, a total of 3,812 passings (out of a target of 10,734 total passings) and 546 installs for new customers have been completed.
- Just a reminder, there is a Project Management Team that meets monthly to discuss the project. The team includes local staff, CRC staff, Kinex staff, and DHCD staff. The team meets on the second Friday of every month. The next meeting is scheduled for September 15th.

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

cc: Melody Foster, Executive Director, CRC

Cumberland



Prince
Edward

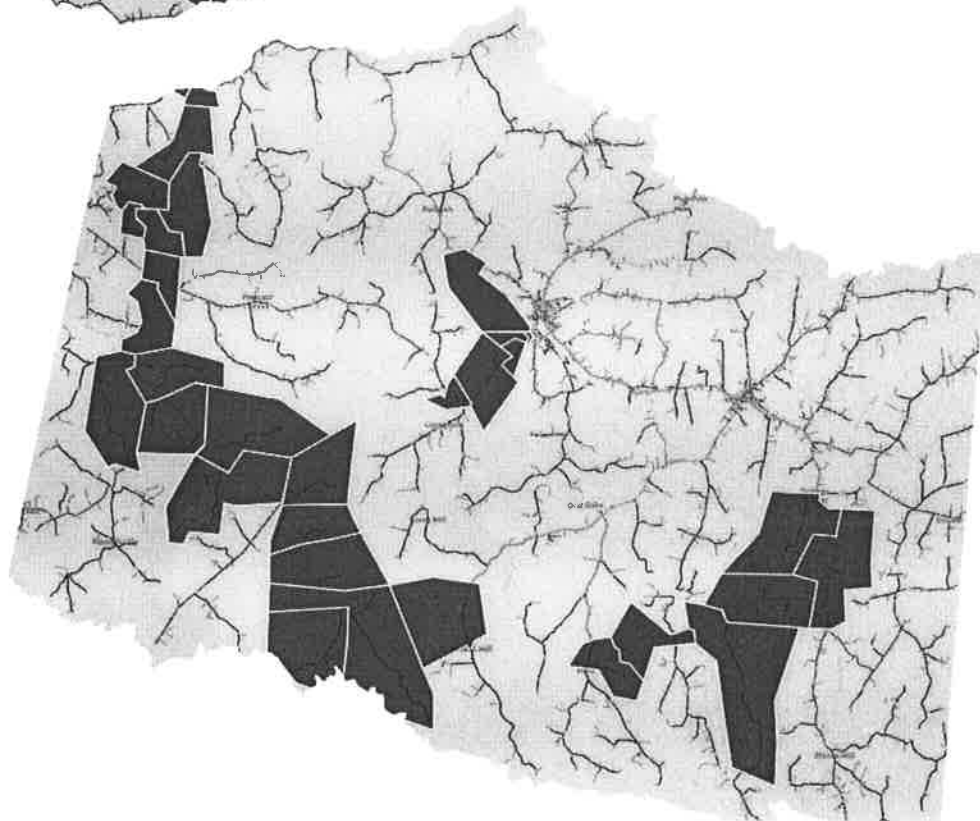
Key



Built



**Future
Build**



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: September 13, 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 Contractor, Fortiline has begun installing meters. The Town is still investigating the purchase of needed software and IT equipment for the reading of the meters.

It is expected the work will be completed in 30 days (weather permitted).




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MEMORANDUM

TO: CRC Council Members

FROM: Todd Fortune 
Deputy Director

DATE: September 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, and the Town Attorney is working to finish title searches to determine if any of them have tax/lien or other legal issues. Title searches have been completed on six properties. One property has some judgements attached to it, and has been designated for a tax sale. CRC staff assisted the Town in getting clarification from VDEM on an issue regarding a potential purchase of that property. Title searches on the other five properties turned up no issues. The Town Attorney hopes to have title searches on the three remaining properties completed by the end of September.

CRC staff are working with the Town to draft a bid package to advertise the demolition, clearance, and grading work for bids. The Town is hoping to bid out this work for the first few buildings in October.

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 *Todd Fortune*
Deputy Director

DATE: September 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 completed the removal of the underground tank per their contract with the Town.
- Waco, Inc. is proceeding with the lead abatement work per their contract with the Town. The work is taking longer than expected. Some of the work had to be redone, as some of the paint samples did not pass required clearance tests. As a result, a second Change Order needed to be executed to extend the completion date for this work to September 18, to allow time for completion of the lead abatement work and all samples to pass required clearance tests.

The Town expects all work for this grant to be completed by September 30, which is the end date for the Period of Performance on this grant.

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: September 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: FEMA Region 3 staff contacted CRC staff, Amanda Weaver (VDEM Region 1), and Peter Homan (VDEM Region 3) on August 17 with additional changes they wanted made to the Plan. Amanda followed up with FEMA staff seeking clarification on the requested changes. CRC staff worked with Amanda and Peter to make some of the requested changes, and we are working to set up a meeting with FEMA Region 3 staff to discuss the others. We are hoping to have the meeting this week.

The goal at this point is to get the Plan to where FEMA will give preliminary approval. Once FEMA has given preliminary approval, the Plan 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: September 12, 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- LUREF's legal counsel is continuously working with EDA's legal counsel to resolve the legal issue surrounding the Covenant of Use. 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: September 13, 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 Timmons Group/Mangum and Economic and Creative Economic Development Consulting to discuss the status of the project. Andy Coe with Convergent Nonprofit Solutions also has joined these bi-weekly meetings. The CRC staff are working with Andy Coe, Convergent Nonprofit Solutions on the Fundraising Feasibility Study component.

The next in-person CRC REDO Advisory Board meeting has been scheduled for Monday, September 25, 2023. The participants will be provided the Draft Strategic and Organizational Plan. The CRC has also assisted in reaching out to Advisory Board members who have not attended meetings to encourage their attendance and input.

The fifth Virtual CRC REDO Working Committee meeting was held on August 28, 2023. The participants were provided a review of the Draft Strategic and Organizational Plan as well as discussing next steps.

Next Steps: The focus in the coming months will be on the Fundraising Feasibility.

Scope of Work





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MEMORANDUM

TO: CRC Council Members

FROM: Lauren Jones
Regional Planner

DATE: September 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 August 7, 2023:

Status Update

- Virginia Main Street, Resurgence Grant: Congratulations to the Town of Blackstone! The Town requested \$50,000 in grant funds to start a small business support training services for existing businesses in Blackstone's Historic Business District. The CRC assisted with this application
- Assistance to Firefighters Grant (AFG): Congratulations to the Prince Edward County Fire and Rescue! The Prince Edward County Fire and Rescue requested funds to purchase a thermal imaging cameras for all the fire departments in the County. The CRC assisted with this application
- Buckingham County, National Park Service Save Americas Treasures Grant Program: The County was notified that they will not receive funding through this program to complete necessary restoration projects on their Historic County Courthouse. The CRC assisted with this application.
- Rescue Squad Assistance Fund (RSAF): CRC staff are assisting the Town of Kenbridge, Crewe Volunteer Fire Department, Charlotte County Fire and Rescue, and Buckingham County with applications to the Rescue Squad Assistance Fund. These applications are due on September 15th.
- DHCD Community Development Block Grant – Planning Grant: CRC Staff are assisting the Town of Crewe with a CBDG Planning Grant application for a Downtown Revitalization Project. The application closes on December 30, 2023. CRC staff assisted the Town in holding a Community Meeting at the Crewe Community Center on September 5, 2023.
- NPS, African American Civil Rights: The CRC is assisting Cumberland Co. with a potential application to renovate the historic Luther P. Jackson High School.

- VDOT Transportation Alternatives Program (TAP): The CRC assisted Amelia County, Lunenburg County, the Town of Farmville and the Town of Keysville with pre-application submissions to fund the construction of pedestrian sidewalks. Lunenburg County has selected to not submit a full application for the TAP. The Town Keysville has been advised by to pursue another VDOT grant opportunity. The CRC is assisting the Town of Farmville and Amelia County with full applications.

Awaiting Approval

- VDEM State Homeland Security Grant: The CRC assisted Amelia County (regional application), the Town of Farmville, and Prince Edward with applications. Applications were due on July 17, 2023.
- Firehouse Subs: The CRC assisted the Drakes Branch Volunteer Fire Department with an application to purchase a rescue strut to help secure overturned vehicles during search and rescue efforts. Applications are taken quarterly and opened on July 13th.
- Virginia Department of Health, Office of Drinking Water - Drinking Water State Revolving Fund: The CRC assisted Prince Edward County with a 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.
- 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.
- 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.
- 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 were anticipated in Mid-July. There are still not updates on the funding award announcement.
- Assistance to Firefighters Grant (AFG): CRC staff are awaiting word on when award announcements for the most recent submitted applications. Awards are ongoing until funds are depleted. 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.
 - Drakes Branch Fire and Rescue requested funds to purchase a thermal imaging camera and turnout gear.

Projects on Standby (work undertaken as developments warrant)

- Curdsville Community Center (Buckingham County): The CRC is working with the group to seek funding opportunities to renovate the community center.
- 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
- 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
Southeast Crescent Regional Commission, State Economic and Infrastructure Development (SEID) Grant Program	Preapplications – September 15, 2023 Full App. Opens – Nov. 6, 2023 Full App. – Dec. 15, 2023
NPS, African American Civil Rights Grant	Open – October 10, 2023
Virginia Museum of History and Culture	Open – September 30, 2023
DHCD CBDG Planning Grants	Open – December 30, 2023
VBAF Site Remediation Grant	Open – September 29, 2023
VBAF Assessment and Planning Grant	Open; Rolling Basis
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
VDOT Transportation Alternative Program (TAP)	Letter of Intent to apply – July 1, 2023 Full Application – October 1, 2023
Rescue Squad Assistance Fund	Open - September 15, 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.

CRC Notification of EDA Award

mfooster virginiasheartland.org

Mon 8/28/2023 9:17 AM

To: Richard Ingram <ringram@nottoway.org>; Walter Bailey <wbailey@charlottecountyva.gov>; Karen Price <clerk@towncch.com>; Linda Paige <mblvpaige@embarqmail.com>; Sherry Marker <townoffice@townofkeysville.com>; Tiffany Sisk <tsisk@townofcrewe.com>; Walter Bailey <phenixchief@gmail.com>; Brian Stanley <bstanley@cumberlandcounty.virginia.gov>; David Emert <emert0117@gmail.com>; David Felts <david.felts@ameliacova.com>; Dexter Jones <dexter.jones@ameliacova.com>; Gary Walker <garydwalker@hotmail.com>; Jordan Miles <thomas.jordan.miles@gmail.com>; Karl Carter <kcarter@buckinghamcounty.virginia.gov>; Mike Hankins <mike.hankins0060@gmail.com>; Odessa Pride <odessa@lumos.net>; Stephany Johnson <sjohnson@cumberlandcounty.virginia.gov>; Taylor Newton <taylor@lunenburgva.gov>; Dan Witt <dwitt@charlotteva.com>; Derek Stamey <dstamey@cumberlandcounty.virginia.gov>

Good morning,

As you are aware the CRC received designation by EDA as an Economic Development District. Once this was achieved, the CRC was eligible for EDA funding to cover staff costs for planning activities with the CRC providing in-kind matching funds. We have finally received notification of our EDA Award for Commonwealth Regional Council funding for Economic Development District (EDD) Planning Activities.

We are excited to have this continued annual funding that furthers our mission in assisting our localities with projects. More to come in the future!

Melody Foster

Executive Director

Commonwealth Regional Council

We have moved!! - new location:

200 Heartland Road

Keyville, VA 23947

mfooster@virginiasheartland.org

(434) 392-6104 office

(434) 610-1728 cell

From: grantsonline.notifications@noaa.gov <grantsonline.notifications@noaa.gov>

Sent: Wednesday, August 23, 2023 1:28 PM

To: mfooster virginiasheartland.org <mfooster@virginiasheartland.org>

Cc: MMcGinley@eda.gov <MMcGinley@eda.gov>

Subject: Notification of EDA Award - ED23PHI3030009

External (grantsonline.notifications@noaa.gov)

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Workflow Comments: None

This award, approved by the Grants Officer, constitutes an obligation of Federal funding. Within 30 days of receiving this email, the recipient should forward this email notification to the Grants Online Help Desk at grantsonline.helpdesk@noaa.gov. The Help Desk will create a ticket and respond to your email with additional instructions.

If the award is not electronically signed without modification by the recipient within 30 days of receipt, the Grants Officer may unilaterally terminate this award. By electronically signing, the recipient agrees to comply with the award provisions specified on the award document. Grants Online can be accessed from the following URL: <https://grantsonline.rdc.noaa.gov>.

Additional Information about your award is shown below:

- * CFDA Number: 11.303
- * Award File Period: 08/02/2023 - 07/31/2024
- * Program Office: Technical Assistance PRO (TA-PRO)
- * Program Officer: Marguerite McGinley
- * Phone: 2155978822
- * Email: MMcGinley@eda.gov
- * **Total Federal Funding: \$70,000.00**
- * Total Non-Federal Funding: \$70,000.00
- * Organization Name: COMMONWEALTH REGIONAL COUNCIL
- * Project Title: Commonwealth Regional Council funding for Economic Development District (EDD) Planning Activities
- * Name of Principal Investigator/Project Director (PI/PD) as identified in the negotiated application: None Identified

Resources are available to assist with completion of award acceptance from: <https://bit.ly/GranteeMainPage>. From the Grant Recipient User Resources website, please reference the Grant Recipient User Manual (item #1b), the Grant Recipient Quick Reference Guide (item #2), or the Recipient Administrator Task Reference Guide (item #3).

If you are not registered in SAM.gov and do not plan to use ASAP to obtain your grant payments, then you must complete the Vendor Payment Profile Form before payment can be made. Please click on the following link: <http://www.corporateservices.noaa.gov/finance/vendorpayfrm.html> to obtain the Vendor Payment Profile Form. Please submit the completed form, by mail or fax to:

- * CFO, Accounting Operations Division
- * ATTN: Vendor File Administrator
- * 1315 East West Highway, SSMC3
- * Silver Spring, MD 20910
- * Phone: 301-444-2805
- * Fax: 301-427-3061

The Grants Online Program Management Office

This email was sent from a source that is not monitored for responses.
If you need assistance, contact your Program/Project Officer (for programmatic issues) or the Grants Online Help Desk (for technical issues).

LDD Program Allocation

J Cross <jcross@scrc.gov>

Fri 8/25/2023 8:09 AM

To:mfoster virginiasheartland.org <mfoster@virginiasheartland.org>

External (jcross@scrc.gov)

[Report This Email](#) [FAQ](#) [GoDaddy Advanced Email Security](#), Powered by INKY

Melody,

Thank you for completing the *Option to Participate* form for the 2023-2024 LDD Capacity Building Program. Commonwealth Regional Council has elected to participate in the program.

The full application has been assigned to you in the portal and is visible in your *Active Requests*. Click on "Edit Application" to begin working on that form. Please complete the *Budget & Work Plan* form in the [SCRC Grant Portal](#) by **September 8, 2023** (11:59 PM).

Allocation: \$33,000.00

The [LDD Program Guidelines](#) are available on our website. If you have any questions about the allocation formula, the grant portal, or the application process, please reach out to me as soon as possible.

Thank you,

Jerris Cross

Director of Grants and Programs

Southeast Crescent Regional Commission (SCRC)
1901 Assembly Street | Suite 370
Columbia, SC 29201
(803) 977-9749 | scrc.gov

About the Southeast Crescent Regional Commission (SCRC)

The Southeast Crescent Regional Commission (SCRC) is a federal-state partnership authorized in the 2008 Farm Bill to promote and encourage economic development in areas of Alabama, Georgia, Mississippi, North Carolina, South Carolina,