



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

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## Meeting Agenda

### Commonwealth Regional Council

Wednesday, October 18, 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 September 20th Council Meeting, (pg 1).....Council Members
- V. Treasurers' Report – September/October Financial Statements, (pg 9).....Treasurer Miles
- VI. Report of Officers, Committees & Executive Director.....Chairman
  - A. Chairman's Report.....Chairman
  - B. Executive Director's Monthly Activities Report, pg (12)
- VII. Scoping the Future – Discussion of Innovative/Regional Ideas, (pg 13).....Council Members
- VIII. Old Business .....Chairman
  - A. Staff Monthly Project Reports
    - 1) Update on Regional Emergency Planning Activities, (pg 14).....Todd Fortune
    - 2) Update on Watershed Implementation Plan (WIP) Phase III (pg 15).....Melody Foster
    - 3) Update on Charlotte County Comprehensive Plan (pg 16).....Lauren Jones
    - 4) Update on Buckingham County Comprehensive Plan (pg 17).....Todd Fortune
    - 5) Update on Amelia County Comprehensive Plan Update (modified) (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 20).....Lauren Jones
    - 8) Update on Regional VATI Grant for Cumberland, Lunenburg & Prince Edward, pg (21).....Todd Fortune
    - 9) Update on Drakes Branch Admin – SLFRF Funds Projects, pg (23).....Melody Foster
    - 10) Update on Drakes Branch Building Acquisition Project, pg (24).....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) Council Member Comments
- IX. New Business .....Chairman
  - A. Staff Reports
    - 1) Update on Grant Writing, (pg 30).....Lauren Jones
    - 2) Update – Poultry Farmer Support.....Melody Foster
    - 3) Amelia County Letter of Support for GOVA Grant, (pg 33).....Melody Foster
    - 4) Planning District Funding Request, (pg 34).....Melody Foster
    - 5) Council Member Comments
- X. Commonwealth Intergovernmental Review Process, None
- XI. Other Business
- XII. Council Member Comments
- XIII. Closed Session as permitted by VA Code Section 2.2-3711.A.5, discussion concerning a prospective business or industry or the expansion of an existing industry where no previous announcement has been made of the business' or industry's interest in locating or expanding it's facilities in the region.
- XIV. Adjourn – Next Meeting Date – Wednesday, November 15, 2023, CRC Conference Room

COMMONWEALTH REGIONAL COUNCIL  
200 Heartland Road  
Keysville, VA 23947 | 434-392-6104 PHONE  
[www.virginiasheartland.org](http://www.virginiasheartland.org)

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**Commonwealth Regional Council  
CRC Conference Room  
Keysville, Virginia  
September 20, 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 Mr. Emert led the group in reciting the Pledge of Allegiance to the American flag.

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

Amelia:

Mr. Dexter Jones

\*Mr. David Felts

Mr. Dexter Jones

\*Mr. David Felts

Buckingham:

Mr. Thomas Jordan Miles, III

\*Mr. Karl Carter

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

\*Mr. Karl Carter

Charlotte:

Mr. Gary Walker

\*Mr. Walt Bailey

Mr. Gary Walker  
(Vice Chairman)

\*Mr. Walt Bailey

Cumberland:

Mr. Brian Stanley

\*Ms. Stephany Johnson

Mr. Brian Stanley

\*Ms. Stephany Johnson

Lunenburg:

Mr. Mike Hankins

\*Ms. Taylor King

Mr. Mike Hankins  
(Secretary)

\*Ms. Taylor King

Nottoway:

Mr. Sherman Vaughn

\*Mr. Dickie Ingram

Mr. Sherman Vaughn

\*Mr. Dickie Ingram

Prince Edward:

Mr. David Emert

\*Dr. Odessa Pride

Mr. David Emert  
(Chairman)

\*Dr. Odessa Pride

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**Non-Member Representatives:****SVCC:****\*\*Mr. Keith Harkins****\*\*Mr. Keith Harkins****Longwood University:****\*\*Ms. Sheri McGuire****\*\*Ms. Sheri McGuire****Hampden-Sydney College:****\*\*VACANT****\*\*VACANT****NOTE: \*Denotes Alternates****\*\*Denotes Non-Voting Member Attending****Member County Administrators Present****Mr. Derek Stamey, Cumberland County (V)****STAFF****Ms. Melody Foster, Executive Director****Mr. Todd Fortune, Deputy Director****Ms. Nikki Hall, Finance Director/Planner****Ms. Lauren Jones, Regional Planner****GUESTS:****Mr. Tony Matthews, Kenbridge Town Manager****Mr. Gregg Zody, Nottoway County Planning and Economic Development Director (V)****Ms. Amber Ellis, Restoration Director, James River Association****Mr. Joey Shelton, Restoration Field Manager, James River Association****Ms. Dana Knott, Central Director, Longwood Small Business Development Center****(V) Denotes attendees who participated virtually.****Approval of Minutes of August 16, 2023 Council Meeting:****Mr. Walker moved and Mr. Harkins seconded to approve the minutes as presented. Motion carried.****Treasurer's Report:****August/September:** Mr. Miles gave the Financial Report. He stated that he reviewed the financial report and found everything to be in order. Mrs. Foster stated that the cash on hand was higher than normal due to the VATI monies received but not yet being paid out. Mr. Miles 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 Neal Barber, Amelia EDA, Bryan Davis with GO Virginia Region 3, and Todd Fortune to discuss GO Virginia funding for the Amelia Richardson Road Project. Ms. Foster also stated that she met with Jay Ellington, Executive Director of the Crater Planning District Commission, to discuss the roles of Executive Directors and CRC services. Ms. Foster also stated

that she would like to introduce Ms. Nikki Hall as the newest staff member to the CRC. Ms. Hall has taken on the role as Finance Director/Planner. Ms. Hall stated that she was looking forward to working with everyone.

**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. Mr. Fortune stated that CRC staff is working on developing outreach materials/activities. CRC staff hope to have these 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. Mr. Fortune stated that there may be a chance 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 Ms. Jones and Charlotte County Virginia Cooperative Extension staff hosted the second kids rain barrel workshop on August 23, 2023. Unfortunately, even though we requested attendees to sign-up for the event in advance to purchase supplies, no one showed up. CRC and Extension staff brainstormed on ways to ensure better participation at a rescheduled workshop in the future. Ms. Foster stated that Ms. Jones and Charlotte Extension staff met with the Charlotte County Superintendent to gain permission to hold Rain Barrel workshops in after-school programs at all three Elementary schools in Charlotte County. There will be more to come on dates and time. Ms. Foster turned the meeting over to Amber Ellis from the James River Association to provide a presentation on Riparian Forest Buffers and Initiatives.

Ms. Ellis stated that the James River Association supports programming regarding the establishment of Riparian Buffers within Counties that are within the Middle and Upper James River Watershed. Ms. Foster stated that 5 of the CRC's Counties are within the Middle and Upper James Watershed. Charlotte County, Lunenburg County, and a portion of Nottoway County are not included in this watershed and therefore are not eligible for funding through this program. Ms. Ellis continued to discuss the eligibility of properties through this program. Ms. Ellis stated that to be eligible for this program that you will need a waterway on property with at least a 35-foot buffer. The program does require you to sign a 15-year agreement. This program pays for preparation of the site, planting, and regular maintenance up to two years after planting. Ms. Ellis stated that the program has completed 238 projects covering more than 900 acres since 2019. Ms. Ellis also stated that the James River Association hosts events and workshops such as the Buffer Summit.

Mr. Hankins referenced U.S. Forest Service guidance that property owners need to maintain a 50-foot buffer and asked for clarification on the Chesapeake Bay Program's minimum buffer requirement. Ms. Ellis stated that 35 feet is the minimum for the Chesapeake Bay watershed Program. Mr. Jones stated that he is currently does this on his property and has been doing it for about 15 years.

**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 Access Road Project has been completed. The CRC has assembled and submitted the reimbursement paperwork to VDOT and the Tobacco Commission. The CRC is currently assisting in any follow-up information needed to close out the project.



**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 August 17th. County staff provided a memo regarding solar density language as it is currently addressed in the draft plan. The Planning Commission selected to table discussion on this language until the next work session. The next work session will be held on September 21st. The CRC will review the revised draft Section VI and Section VII with the Commission, and discuss solar density language in draft section V of the Comprehensive Plan. If feasible, the CRC will discuss setting up a public hearing to review 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 community survey went live on August 29<sup>th</sup>. These surveys are available via hard copy, online, and via a QR code. Citizens have until October 6<sup>th</sup> to complete the surveys. A Planning Commission work session was held on September 18<sup>th</sup>. At this meeting, CRC staff reviewed draft section 1 and 2 with the Commission and provided an update on Community Surveys. Mr. Fortune stated that as of September 18<sup>th</sup>, the CRC has received 189 surveys.

**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. On August 24<sup>th</sup>, CRC staff completed a compliance review with Virginia Housing for all four of the Piedmont Habitat homes on Andrew Drive. CRC staff, Mr. Matthews, Virginia Housing staff, and Mr. Hankins visited 114 and 120 South Broad Street in Kenbridge for a site visit on August 31<sup>st</sup>. The Town of Blackstone has completed their first home.

**Update on Kenbridge and Charlotte County Emergency Supplemental Historic Preservation (ESHP) 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. Ms. Jones stated that the Kenbridge Town Hall Repairs Project has been closed out. The CRC and Town staff have been in communication with DHR staff in regards to the final preservation agreement. 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 November.

**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. The 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 with representatives from the contractor and VDOT on September 6<sup>th</sup> 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 potential future damage and assure that proper traffic control measures are in place. As of September 3<sup>rd</sup>, a total of 3,812 passings and 546 installs for new customers have been completed. Mr. Fortune stated that the next Project Management Team meeting is scheduled for October 13<sup>th</sup>.

**Update on Drakes Branch SLFRF Projects:** Ms. Foster stated that a report was included in the Council packet. The contractor, Fortiline, has begun installing meters. The Town is investigating the purchase of needed software and purchasing IT equipment for reading the meters as well as ordering additional sized meters.

**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 the 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 does have some judgements attached to it, and has been designated for a tax sale. The CRC assisted the Town in getting clarification from VDEM on an issue regarding a potential purchase of that property. 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 week for the first few buildings in October.

**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 lead abatement work per their contract with the Town. CRC staff is working to complete the reporting for the Armory. Once the reporting is completed and approved, VDEM will reimburse the Town for the entire cost of the project.

**Update on CRC Hazard Mitigation Plan Update:** Mr. Fortune stated that a report was included in the Council packet. Mr. Fortune stated that FEMA Regional 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. The goal at this point is to get the Plan to where FEMA will give preliminary approval, the plan will be sent to all participating localities for adoption.

**Update on SEED Innovation Hub Project:** Ms. Jones stated that a report was included in the Council packet. The CRC is assisting the Longwood Real Estate Foundation (REF) in implementation of three grants that were awarded to the REF for the completion of the SEED Innovation Hub. Grants are from the U.S. EDA, the Tobacco Commission, and GO Virginia (GOVA). The Covenant of Use component of the project is still being discussed between both parties' legal teams. Ms. McGuire stated that the LUREF has submitted the Mortgage Wavier to the EDA and are waiting for the EDA's legal team to review the wavier and covenant of use for comments.

**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. Ms. Foster stated that the next in-person CRC REDO Advisory Board meeting has been scheduled for Monday, September 25<sup>th</sup>. The participants will be provided the Draft Strategic and Organization 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 focus in the coming months will be on the Fundraising Feasibility.

**Report on Virginia Rural Leadership Institute (VRLI) Attendance:** Mr. Fortune stated that he attended Session 3 of the VRLI. This session was held in St. Paul, which is in Southwest Virginia. This session touched on some of the same themes from the first two sessions – for instance, education and health care – but a big focus on this session was a recreation- and tourism-based economy. A number of

the presentations provided examples of regional collaboration and cooperation. There was also a discussion on community impact projects being developed by cohort members. The final session will be in Staunton in early November.

**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 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 cameras for all the fire departments within the County. Ms. Jones congratulated the Town of Blackstone for being funded \$50,000 in grant funds from the Resurgence Grant to start a small business support training services for existing businesses in Blackstone's Historic District. She stated that the CRC assisted with both applications. Ms. Jones also stated that Buckingham County has been notified that they will not receive funding through the NPS Save America's Treasures Grant to complete necessary restoration projects on their historic County Courthouse. Ms. Jones stated that the County has selected to reapply for this grant once the new grant round opens back up this fall. Ms. Jones stated that CRC staff assisted the Town of Kenbridge, Crewe Volunteer Fire Department, Charlotte County Fire and Rescue, and Buckingham County with applications to the Rescue Squad Assistance Fund. Mr. Fortune added that Charlotte County submitted two applications to RSAF. One under the Charlotte County Fire and Rescue and the other under Charlotte County E-911. Mr. Hankins asked if the Town of Kenbridge applied for funds for the Victoria Fire and Rescue station in Kenbridge. Mr. Matthews stated that this application is for the Town of Kenbridge Volunteer Fire Department (KVFD), not Victoria Fire and Rescue.

**EDA Notification – Request for EDA Local Technical Assistance Funds:** Ms. Foster stated she included a copy of the notification of the EDA award in the Council Packet. Ms. Foster stated that they have received notification from the EDA that the CRC has been awarded \$70,000 in funding for the Economic Development District (EDD) Planning Activities. She stated that this is continued annual funding that furthers our mission in assisting our localities with projects.

**Southeast Crescent Regional Commission – Allocation of Local Development District (LDD) Funds:** Ms. Foster stated she included a copy of the notification of the LDD program allocation is in the Council Packet. Ms. Foster stated that she has received notification from the Southeast Crescent Regional Commission that the CRC will receive an annual allocation of \$33,000 for the LDD Capacity Building program.

**CRC FY23-24 Budget Amendment Adoption:** Ms. Foster stated that amended 2023 – 2024 budget is attached as a separate insert of your council packet. Ms. Foster stated that the budget committee met on Friday, September 8<sup>th</sup> to review the recommended CRC FY 23-24 budget amendment. Ms. Foster stated that the CRC has received \$103,000 in new revenues. The CRC was awarded \$70,000 in EDA funding for annual local technical assistance funds. The CRC has also been notified of its allocation of \$33,000 annually through the Southeast Crescent Regional Commission (SCRC) LDD. Ms. Foster stated that a majority of this funding will be utilized to support staff in activities such as grant writing, project development and community and economic development activities related to the CRC CEDS goals. The CRC has always been involved in these activities, and this additional funding will support these activities. Those activities may also include some of the activities related to standing up a new CRC REDO. Mr. Miles moved and Mr. Walker seconded to approve the budget amendment as presented. Motion carried.

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**Update - Recruitment of a Poultry Processor:** Ms. Foster stated that she wanted to give an update regarding the recruitment of the Poultry Processor. Ms. Foster stated that she spoke with Trent Johnson, Poultry Farmer Representative, and Bill Scruggs, VDACS Deputy Director of Division of Marketing and Development, and they have selected to hold off on applying for an AFID Planning Grant and requesting any matching funds from the localities at this time. Ms. Foster stated more will forthcoming shortly on a possible new plan.

**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. Jones seconded to adjourn the meeting. Motion carried. The meeting adjourned at 9:49 a.m. The next meeting was set for Wednesday, October 18th, at the CRC's office located at the Heartland Building in Keysville, Virginia.

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Mr. Mike Hankins, Secretary



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

**For the Period of September 14, 2023 thru October 11, 2023**

<u>Cash on Hand</u>	<u>Period Ending</u>	<u>Year to Date</u>
Total Income	\$ 566,847.96	\$ 1,811,982.63
Total Expenses	\$ 1,170,049.50	1,544,646.28
Net Income	\$ -603,201.54	\$ 267,336.35
Cash on Hand	\$ 1,132,377.50	\$ 1,132,377.50

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

Benchmark (M2)	\$ 234,561.21
BB&T (M1)	\$ 542,916.89
Benchmark (CD1)	\$ 53,103.58
Benchmark (CD2)	\$ 15,035.84
BB&T (PR)	\$ 4,714.96
BB&T (Oprtg)	\$ 282,045.02
	<u>\$ 1,132,377.50</u>

Prepared by: Nicolette Hall, October 11, 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.

\*47060/70045 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

September 14 through October 11, 2023

## Accrual Basis

		Sep 14 - Oct 11, 23	Budget	Jul 1 - Oct 11, 23	YTD Budget	Annual Budget
Income						
40000 . Revenue						
43000 . Local Member Investment						
43010 . Amelia Local Member Investment	0.00	0.00	0.00	19,000.00	19,000.00	19,000.00
43020 . Buckingham Local Member Investm	0.00	0.00	0.00	19,000.00	19,000.00	19,000.00
43030 . Charlotte Local Member Investme	0.00	0.00	0.00	19,000.00	19,000.00	19,000.00
43040 . Cumberland Local Member Investm	0.00	0.00	0.00	19,000.00	19,000.00	19,000.00
43050 . Prince Ed Local Member Investme	0.00	0.00	0.00	19,000.00	19,000.00	19,000.00
43060 . Lunenburg Local Member Investme	0.00	0.00	0.00	19,000.00	19,000.00	19,000.00
43095 . Nottoway County	19,000.00	19,000.00	0.00	19,000.00	19,000.00	19,000.00
Total 43000 . Local Member Investment	19,000.00	19,000.00	0.00	133,000.00	133,000.00	133,000.00
Total 40000 . Revenue	19,000.00	19,000.00	0.00	133,000.00	133,000.00	133,000.00
44000 . VA Regional Cooperation						
45000 . Project Funding		0.00	6,909.07	0.00	25,153.21	89,971.08
45880 . CRC Regional Haz Mit Plan Updat	0.00	0.00	2,385.32	0.00	8,684.00	31,062.00
45900 . Prince Edward Access Road Admin	0.00	0.00	575.94	7,500.00	2,096.77	7,500.00
45955 . PDC Housing Program	0.00	0.00	1,535.85	4,425.55	5,591.41	20,000.04
45965 . Charlotte Comp Plan Update	0.00	0.00	195.82	0.00	712.90	2,550.00
45970 . Kenbridge ESHPF Grant Admin	0.00	0.00	933.02	12,150.00	3,396.77	12,150.00
45975 . Charlotte ESHPF Grant Admin	0.00	0.00	149.28	0.00	543.48	1,944.00
45985 . VATI Regional Broadband Grant	0.00	0.00	1,791.80	0.00	6,523.22	23,333.04
45990 . Drakes Branch SLFRF Admin	0.00	0.00	234.14	0.00	852.43	3,049.08
45991 . Blackstone Armory Abatement Adm	0.00	0.00	307.17	0.00	1,118.30	4,000.08
45992 . Amelia Mod Comp Plan Update	0.00	0.00	460.75	0.00	1,677.42	6,000.00
45993 . VATI Audit funds	0.00	0.00	307.17	0.00	1,118.30	4,000.08
45995 . Drakes Branch VDEM Grant Admin	0.00	0.00	1,583.92	0.00	5,766.43	20,626.08
45996 . Buckingham Comp Plan Update 23	0.00	0.00	1,919.81	0.00	6,989.27	25,000.08
45997 . Lunenburg Comp Plan Update 24	0.00	0.00	1,919.81	0.00	6,989.27	25,000.08
45998 . SHSP Comm Outreach & Prep.	0.00	0.00	998.30	0.00	3,634.43	13,000.08
45999 . Longwood SEED Inn Hub Admin	0.00	0.00	2,487.61	0.00	9,056.39	32,394.00
Total 45000 . Project Funding	0.00	0.00	17,785.71	24,075.55	64,750.79	231,608.64
46000 . Other Funding						
46005 . DEQ 2021 CRC WIP II Assistance	0.00	0.00	4,453.95	0.00	16,215.08	58,000.08
46010 . VDOT-Transport Planning	0.00	0.00	4,453.95	0.00	16,215.08	58,000.08
46040 . Interest Income	0.00	0.00	61.44	0.00	223.67	800.04
46050 . Misc. Income	1,511.96	1,511.96	0.00	1,511.96	0.00	70,000.04
46081 . EDA Technical Assistance Fund	0.00	0.00	5,864.13	0.00	14,985.35	33,000.03
46082 . SCRC LDD FUNds	0.00	0.00	1,301.08	0.00	1,301.08	
Total 46000 . Other Funding	1,511.96	1,511.96	16,134.55	1,511.96	48,940.26	219,800.27
47000 . Pass Thru Fundds						
47060 . VH PDC Housing Program Funds	13,000.00	13,000.00	0.00	243,969.49	0.00	
47070 . VATI Broadband	533,336.00	533,336.00	0.00	1,394,975.90	0.00	
47080 . CRC REDO	0.00	0.00	0.00	14,449.73	0.00	
Total 47000 . Pass Thru Fundds	546,336.00	546,336.00	0.00	1,653,395.12	0.00	
Total 47000 . Pass Thru Fundds	546,336.00	546,336.00	0.00	1,653,395.12	0.00	
Total Income	566,847.96	566,847.96	40,923.33	1,811,982.63	271,844.26	674,379.99
Expense						
71000 . Personnel Costs						
71010 . Salary Distribution	19,269.58	19,269.58	26,339.71	59,098.38	95,892.50	343,000.08
71040 . Payroll Expenses (SS/FICA)	1,474.11	1,474.11	2,015.10	4,521.02	7,336.19	26,241.00

9:20 AM

10/10/23

Accrual Basis

# Commonwealth Regional Council Financial Statement

September 14 through October 11, 2023

	Sep 14 - Oct 11, 23	Budget	Jul 1 - Oct 11, 23	YTD Budget	Annual Budget
71150 - Unemployment Ins.	3.44	10.13	3.44	36.90	132.00
71200 - VRS Contribution	4,820.69	5,857.93	12,098.67	21,326.44	76,283.04
71350 - Staff Train/Conference	492.56	1,305.47	1,274.46	4,752.70	17,000.04
71400 - Workmens Comp Ins	0.00	38.40	0.00	139.80	500.04
71500 - Group Health Insurance	2,443.06	3,071.69	9,681.03	11,182.82	40,000.08
71600 - Life Insurance	0.00	26.88	94.95	97.86	350.04
71700 - Other Staff Costs	0.00	69.34	0.00	252.45	903.00
71750 - Employee Cell Phone Stipend	200.00	230.38	500.00	838.71	3,000.00
Total 71000 - Personnel Costs	28,703.44	38,965.03	87,272.01	141,856.37	507,409.32
72000 - Office Operations					
72005 - Cleaning & Maint.-Bldg	400.00	442.32	1,200.00	1,610.32	5,750.00
72010 - Lease Costs	0.00	1,105.81	3,600.00	4,025.81	14,400.00
72015 - Utilities	334.55	191.99	1,362.12	698.95	2,500.08
72020 - Telephone/Internet Costs	561.04	268.78	991.95	978.51	3,500.04
72030 - Postage and Freight	0.00	92.15	372.17	335.48	1,200.00
72035 - Express Mail	0.00	9.22	22.80	33.55	120.00
72040 - Consumable Supplies	444.75	276.45	1,769.83	1,006.45	3,600.00
72050 - Dues and Subscriptions	49.00	26.88	49.00	97.86	350.04
72060 - Office Insurance	0.00	7.89	0.00	27.98	100.08
72070 - Administrative Costs	1,575.00	998.30	1,575.00	3,634.43	13,000.08
72080 - Office Costs - Other	224.00	230.38	1,220.66	838.71	3,000.00
72085 - Office Moving Expense	0.00	0.00	1,256.15	0.00	
Total 72000 - Office Operations	3,588.34	3,649.97	13,419.68	13,288.05	47,530.32
73000 - Office Equipment					
73010 - Office Equipment	0.00	191.99	0.00	698.95	2,500.08
73030 - Equipment Maintenance	1,088.20	1,220.99	2,464.80	4,445.16	15,900.00
73040 - Equipment Repair	0.00	153.59	0.00	559.15	2,000.04
73050 - Equipment - Other	75.93	1,497.44	6,461.71	5,451.61	19,500.00
Total 73000 - Office Equipment	1,164.13	3,064.01	8,926.51	11,154.87	39,900.12
74000 - Auto/Staff Travel					
74020 - Staff Mileage	870.62	729.53	2,284.42	2,655.93	9,500.04
Total 74000 - Auto/Staff Travel	870.62	729.53	2,284.42	2,655.93	9,500.04
75000 - Meetings/Memberships					
75010 - Council Meetings	12.76	399.33	2,566.54	1,453.79	5,200.08
75020 - Committee Meetings	0.00	30.72	0.00	111.85	400.08
75030 - Staff Meetings	14.53	38.40	190.46	139.80	500.04
75040 - Council Memberships	200.00	545.23	4,000.00	1,984.96	7,100.04
75050 - Other Meeting Costs	0.00	15.37	0.00	55.93	200.04
75060 - Public Official Insurance Cov.	0.00	138.23	0.00	503.23	1,800.00
Total 75000 - Meetings/Memberships	227.29	1,167.28	6,757.00	4,249.56	15,200.28
77000 - Collateral Materials					
77010 - Web Page Costs	0.00	268.78	21.17	978.51	3,500.04
Total 77000 - Collateral Materials	0.00	268.78	21.17	978.51	3,500.04
78000 - Local Relations					
78010 - Newsletter/Annual Report	0.00	11.52	0.00	41.94	150.00
78030 - Other	0.00	76.80	0.00	279.59	1,000.08
Total 78000 - Local Relations	0.00	88.32	0.00	321.53	1,150.08

Commonwealth Regional Council  
Financial Statement  
September 14 through October 11, 2023

Accrual Basis

	Sep 14 - Oct 11, 23	Budget	Jul 1 - Oct 11, 23	YTD Budget	Annual Budget
<b>79000 - Other Program Costs</b>					
79030 - Planning Project Costs					
79036 - VATI Broadband	986,546.65	0.00	1,123,980.05	0.00	
79045 - VH PDC Hous Prog-Partner Expens	122,966.83	0.00	243,969.49	0.00	
79046 - CRC REDO	25,982.20	0.00	47,982.20	0.00	
79030 - Planning Project Costs - Other	0.00	1,267.07	1,023.75	4,612.90	16,500.00
Total 79030 - Planning Project Costs	1,135,495.68	1,267.07	1,416,955.49	4,612.90	16,500.00
79050 - Contingency Costs	0.00	383.96	9,010.00	1,397.86	5,000.04
Total 79000 - Other Program Costs	1,135,495.68	1,651.03	1,425,965.49	6,010.76	21,500.04
Total Expense	1,170,049.50	49,583.95	1,544,646.28	180,515.58	645,690.24
Net Income	-603,201.54	-8,754.62	267,336.35	91,328.68	28,689.75



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**MEMORANDUM:**

TO: CRC Representatives  
FROM: Melody Foster, Executive Director  
SUBJECT: CRC Executive Director Monthly Activities  
DATE: October 11, 2023

- Met virtually with Andy Coe, Convergent Nonprofit Solutions part of the consultant team for the new REDO to discuss the fundraising feasibility actions needed for the GOVA CRC REDO project.
- Hosted a Leveraged Layer Mobility Presentation made virtually by Kristin Lam Peraza, Mobility Manager, Rappahannock-Rapidan Regional Commission to transportation providers across the region.
- Participated virtually in the US DOT debriefing of the RAISE Planning Grant Application, Farmville US Route 460 Interchange Study that was not funded.
- Participated in virtual VDOT MPO/PDC Quarterly Update meeting.
- Participated in CRC REDO Advisory Board meeting held on September 25<sup>th</sup> in the CRC Conference room for the Consultant (Creative Design) to provide an update to the Advisory Board on the competition of the Strategic Plan and seek input and discuss the final steps of the study including the fundraising feasibility study.
- Interviewed candidate for Regional Planner position.
- 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.
- Attended VAPDC Executive Director's meeting in Charlottesville, Virginia.
- Met virtually with Convergent Nonprofit Solutions team members to continue discussions and actions needed for the fundraising feasibility actions needed for the GOVA CRC REDO project.
- Hosted the Central Virginia Poultry Group meeting with county officials and representatives of the Tobacco Commission to discuss a potential project.
- Met virtually with staff from Creative Design to discuss language in the final draft of the Strategic Plan for the establishment of a new CRC REDO.
- Corresponded with VDOT, Tobacco Commission and the County 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) on funding opportunities.
- Provided a CRC letter of support for the Amelia County GOVA planning grant application funding request to further develop the Amelia County Regional Commerce Park.
- Corresponded with Neal Barber, Amelia EDA, Bryan David with GO Virginia Region 3 to discuss the GO Virginia planning grant application to further develop the Amelia County Regional Commerce Park.
- Participated in bi-weekly CRC REDO meetings with consultants to discuss GOVA grant project progress.
- Submitted CRC/Southeast Crescent Regional Commission (SCRC) Local Development District executed agreement to SCRC.
- Reviewed and provided comments on application for Mary E. Branch Heritage Center submitted to the Virginia Museum of History & Culture, Commonwealth History Fund being submitted by Virginia Tech associate.
- Corresponded with representatives of Mary E. Branch Heritage Center, to discuss the National Park Service, African American Civil Rights grant application.
- Attended the Governor's Summit on Rural Prosperity held in Blackstone, Virginia.
- Attended the Virginia Tobacco Region Revitalization Commission's Fall Reception in Blackstone, Virginia.
- Reviewed and provided input on staff assigned projects.
- Training new Finance Director.  
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:** October 10, 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 have been holding internal discussion and conducting some research on potential outreach materials/activities. CRC staff hope to have draft materials ready for local Emergency Managers to review in 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 expects 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:** October 11, 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.
  - Working with Charlotte County Virginia Cooperative Extension and 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.
  - Corresponding with DEQ on approved scope of work for FY 2024.



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## **MEMORANDUM**

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

**FROM:** Lauren Jones  
Regional Planner

**DATE:** October 5, 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 September 6th:

- The last work session was held with the Planning Commission on September 21st. At the August work session, County staff had provided a memo regarding solar density language as it is currently addressed in the draft plan. The Commission tabled discussion of this language until the September work session. In September, the CRC reviewed the revised draft Section VI (Goals, Objectives, and Strategies), draft Section VII (Implementation Plan) with the Commission, and discussed solar density language. The recommendation of the Commission was to remove language that would establish a countywide density limit for solar development from the draft plan and add language requiring an annual solar policy review. Draft solar policy language provided by the Berkley Group based on input from the Commission and incorporating additional revisions requested by the Commission is included in Sections IV – VI of the plan.
- The Planning Commission has set a public hearing to review the draft plan for Thursday, October 19<sup>th</sup> at 7:30 pm. Charlotte County staff and CRC staff worked to place an ad in the Charlotte Gazette and place copies of the draft plan in all four branches of the Charlotte County Library and Administration Office.

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


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



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## **MEMORANDUM**

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

**FROM:** Todd Fortune   
Deputy Director

**DATE:** October 10, 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 September 12:

- CRC staff attended the Planning Commission work session on September 18. At this meeting, CRC staff reviewed draft Sections 1 and 2 of the Plan with the Commission. The group asked for some changes, which CRC staff are working on making. There was also a question about the accuracy of commuting data presented in draft Section 2. CRC staff did some additional research on the topic.
- The deadline for completing citizen surveys was October 6. As of today, a total of 344 surveys (paper and online) have been completed and returned to the CRC. Buckingham County staff advised this morning that they have received approximately 100 additional paper surveys that will need to be collected by the CRC for inclusion in the survey results.
- The next Planning Commission work session is scheduled for October 16. At this meeting, CRC staff will review revised draft Sections 1 and 2 with the Commission as well as the first part of draft Section 3. CRC staff will also 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





## MEMORANDUM

**TO:** Taylor Harvey, County Administrator  
Members of the Amelia County Board of Supervisors

**FROM:** Lauren Jones  
Regional Planner

**DATE:** October 11, 2023

**SUBJECT:** Amelia County Comprehensive Plan Update – Monthly Update

As you are aware, the Commonwealth Regional Council (CRC) is assisting Amelia County with a modified update of the County's Comprehensive Plan. The CRC will provide services to update the Demographic Section, revise the Future Land Use map, and revise the Goals, Objectives, and Strategies Section of the current plan. As part of the CRC's efforts to assist the County, the following is a summary of what has occurred so far:

- CRC staff met with Amelia County staff to discuss the schedule for the modified Comprehensive Plan update.
- The CRC has scheduled the kick-off meeting for the modified Comprehensive Plan update for October 23<sup>rd</sup> with the Planning Commission. At this meeting, the CRC staff will review the Demographics section of the Comprehensive Plan.

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

cc: Todd Fortune, Deputy Director, CRC  
Brady Deal, Director of Community Development



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**MEMORANDUM:**

**TO:** CRC Representatives

**FROM:** Lauren Jones, Regional Planner

**SUBJECT:** CRC Affordable Workforce Housing Development Program

**DATE:** October 5, 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 is working on assembling and submitting the monthly reimbursement request and the quarterly report 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. Piedmont Habitat is actively seeking a construction and project manager for the project. Currently they are subbing out some of the construction work on the project. The project is expected to be completed at the beginning of 2024. All the Andrew Drive homes have been completed. Piedmont Habitat is working with the homeowner and the USDA Rural Development loan office to close on the Andrew Drive homes.
- Smyth Properties – The contractor has finished hanging the trim and putting up the doors in both properties. They are expecting cabinets to be delivered in the next few weeks. The anticipated completion date is November 2023.
- Town of Blackstone/ Southside Outreach – Southside Outreach has bid out the last two homes for construction. They will close bids in the next few days. The anticipated completion date of their housing project is June 2024.



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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: October 5, 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:** October 6, 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.

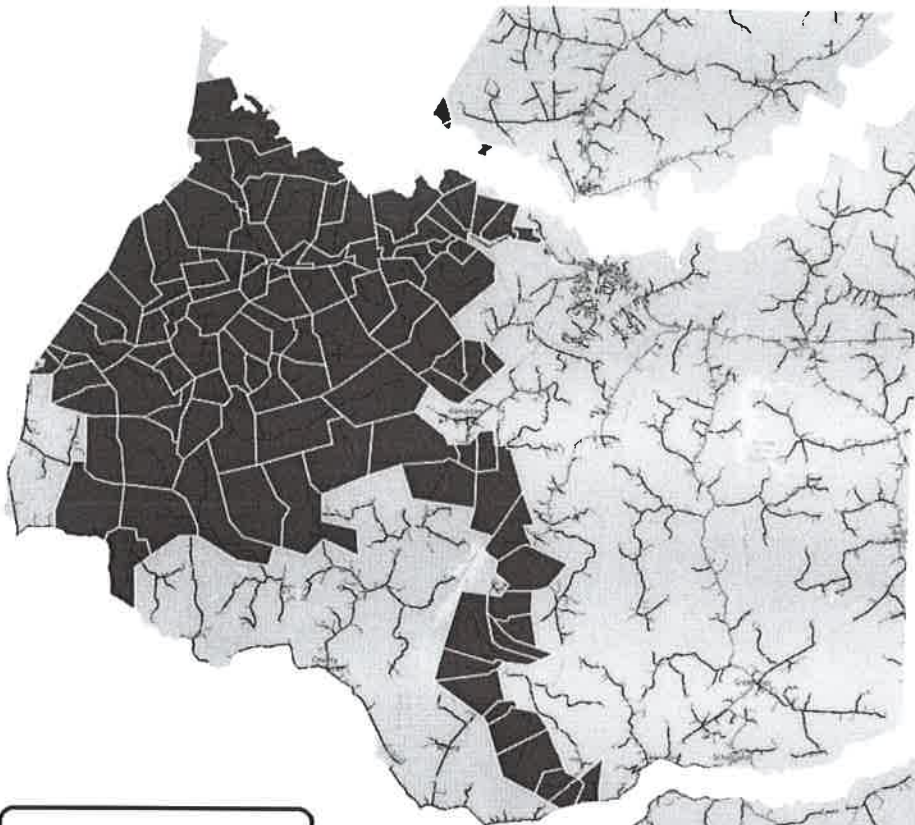
**Update:**

- Kinex and their contractors are continuing to work in Lunenburg County to lay down middle-mile fiber for unserved areas of the County.
- 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.
- James Garrett, Kinex Telecom, has advised that once middle-mile work is completed in Lunenburg County, Kinex plans to move into unserved areas of Prince Edward and Cumberland Counties.
- Mr. Garrett advised that he is working with VDOT and the contractor to make sure traffic control workers are properly stationed and properly directing traffic in the work zones while crews are working to lay down fiber.
- As of October 6, a total of 3,812 passings (out of a target of 10,734 total passings) and 619 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 October 13.
- Per an agreement with DHCD, CRC and local staff will be making periodic site visits to observe work being done by Kinex and their contractors. The next site visit is tentatively scheduled for late October or early November.

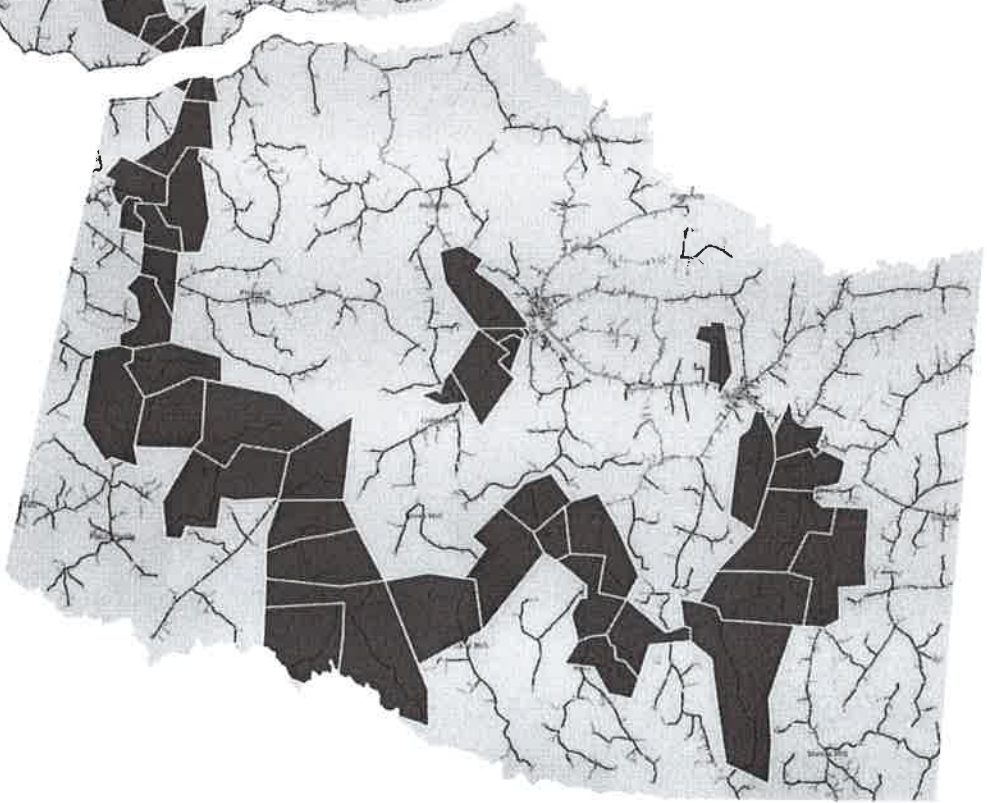
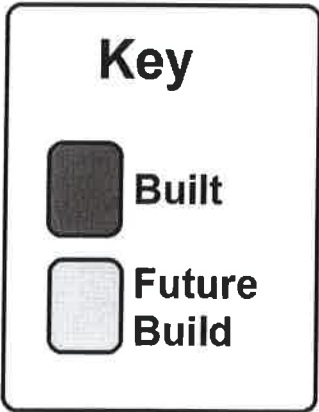
Please do not hesitate to contact me if you have any questions.

cc: Melody Foster, Executive Director, CRC

Cumberland



Prince  
Edward



Lunenburg





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TO: CRC Representatives

FROM: Melody Foster, Executive Director

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

DATE: October 10, 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:**

**Water Metering Project:** 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 installed all but 3 meters. The Town is still reviewing proposals to select the purchase of needed software and IT equipment for the reading of the meters.




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## **MEMORANDUM**

**TO:** CRC Council Members

**FROM:** Todd Fortune   
Deputy Director

**DATE:** October 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:**

- Building 1: Privately owned property
  - Appraisal completed.
  - Title search underway, expected to be completed in mid- to late-October.
- Buildings 2 and 3: Old Town Hall and fire station
  - Appraisals completed.
  - Title searches completed.
  - CRC staff are working with Town to advertise demolition/clearance for bids. The expectation is to bid out the work in October or November.
- Building 4: Privately owned property
  - Appraisal completed.
  - Title search underway, expected to be completed in October.
  - Property has at least one lien per title search work done so far. CRC and Town staff will need to coordinate with the Town Attorney on how to proceed with this property.
- Buildings 5 and 6: Privately owned, adjoining buildings, same owner
  - Appraisals completed.
  - Title searches completed.
  - The Town is currently in negotiations with the owner on a purchase of the properties.
- Building 7: Privately owned property
  - Appraisal completed.
  - Title search underway, expected to be completed in mid- to late-October.

COMMONWEALTH REGIONAL COUNCIL

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[www.virginiashheartland.org](http://www.virginiashheartland.org)

- Building 8: Privately owned property
  - Appraisal completed.
  - Title search completed.
  - Property has tax liens. The County has referred the property to Tax Authority Consulting Services, a Henrico County-based firm that assists local governments in collection, bankruptcy, and assessment matters, for a tax sale on the property. The firm is working to retain a Guardian ad Litem to assist with the purchase, as one of the owners is incarcerated. A sale of the property would likely occur during Spring or Summer 2024.
- Building 9: Privately owned property
  - Appraisal completed.
  - Title search completed.
  - The Town is currently in discussions with the owner regarding the status of the property.

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

cc: Melody Foster

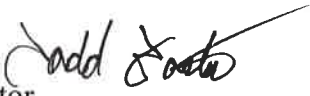


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## **MEMORANDUM**

**TO:** CRC Council Members

**FROM:** Todd Fortune   
Deputy Director

**DATE:** October 6, 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. has completed the lead abatement work per their contract with the Town. The work took longer than expected, and was completed in late September.

Upon completion of this work, CRC staff assisted the Town in preparing the required reporting and compiling the financial documentation needed for reimbursement of costs under the grant. This paperwork was submitted to VEDP on October 5.

The Town requested a three-month extension of the Period of Performance on this grant, to December 31, to allow time for submission of the paperwork to VEDP and for VEDP to approve the submittals.

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:** October 6, 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, and staff from VDEM Region 1 and VDEM Region 3, met with FEMA Region 3 staff on September 14 to reach consensus on the additional changes FEMA wanted made to the Plan. CRC staff has been working with the covered localities to finalize those changes, and expects to submit the revised draft to FEMA Region 3 in mid-October.

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: October 5, 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- CRC staff assembled and submitted the annual report to the Tobacco Commission.

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 Member Localities & Longwood University

FROM: Melody Foster, Executive Director

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

DATE: October 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. The CRC hired a consultant team in March 2023: Creative Economic Development Consulting, Timmons Group/Mangum Economics and Convergent Nonprofit Solutions to assist the CRC staff, CRC REDO Working Committee and CRC Advisory Board in completing this feasibility project.

**Project Update:** The CRC REDO Working Committee has met 6 times with the Consultant Team since May of 2023. The CRC Advisory Board has met 3 times over the same period with the Consultant Team.

Activities completed so far include:

- SWOT Analysis
- Research
- CRC REDO Infrastructure & Site Analysis
- CRC REDO Organizational Development
- CRC REDO Economic Profile
- CRC REDO Strategic Plan

The project is now transitioning from the data and product assessment phase into the fundraising feasibility phase. The CRC staff is currently working with the CRC REDO Working Committee to gather contact information for potential private investors from the region. An interview request letter will be sent to potential investors that will be signed by an entity/or local government representative from each locality and Longwood University to show the region's commitment to the creation of this new organization. Private investors will be interviewed by our consultant team (Convergent Nonprofit Solutions) to begin the process of sharing the plans for creating this new organization, seeking input and testing the waters for their initial investment likelihood. Representatives from each member locality and Longwood University will also be interviewed to discuss their likely membership in the organization as well.

Next steps: Fundraising Feasibility Phase – October – November.  
Present findings & recommendations to the CRC at the December 20, 2023 meeting.



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## **MEMORANDUM**

**TO:** CRC Council Members

**FROM:** Lauren Jones  
Regional Planner

**DATE:** October 5, 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 September 13, 2023:

### **Status Update**

- DHCD – Affordable and Special Needs Housing Program: CRC staff assisted Piedmont Habitat for Humanity, a non-profit based out of Farmville, with a submitted application to partially fund the construction of five-homes on Ashley Way in Keysville. Applications were due on October 6, 2023.
- DHCD Community Development Block Grant – Planning Grant: CRC Staff assisted the Town of Crewe with a submitted CBDG Planning Grant application for a Downtown Revitalization Project.
- 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 and the Town of Farmville has selected to not submit a full application for the TAP. The Town of Keysville has been advised by to pursue another VDOT grant opportunity. The CRC assisted Amelia County with the submission of a full TAP application. Applications were due October 2, 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. The CRC is also assisting the Mary E. Branch Heritage Center with an application to renovate the historic Mary E. Branch Elementary School. Applications are due November 1, 2023.

### **Awaiting Approval**

- Rescue Squad Assistance Fund (RSAF): CRC staff assisted the Town of Kenbridge, Crewe Volunteer Fire Department, Charlotte County Fire and Rescue, and Buckingham County with submitting applications to the Rescue Squad Assistance Fund. These applications were due on September 15<sup>th</sup>.
- 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 13<sup>th</sup>.
- 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 5<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>. 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 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>.
- 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>.
- 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.

<b>Upcoming Grant Funding Opportunities</b>	
<b>Grant Opportunity</b>	<b>Deadline</b>
Southeast Crescent Regional Commission, State Economic and Infrastructure Development (SEID) Grant Program	Full App. Opens – Nov. 6, 2023 Full App. – Dec. 15, 2023
NPS, African American Civil Rights Grant	Open – November 1, 2023
DHCD CBDG Planning Grants	Open – December 30, 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
DHCD Industrial Revitalization Fund (IRF)	Open – October 27, 2023
VDOF Virginia Trees for Clean Water	Rolling Basis through December 1, 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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September 28, 2023

Mr. Tim Clark  
Chair, GO Virginia Region 3 Council  
Southside Planning District Commission  
200 S Mecklenburg Ave  
South Hill, VA 23970

Dear Mr. Clark,

The Commonwealth Regional Council (CRC) fully promotes the efforts of the Amelia Economic Development Authority (EDA) to further develop the Amelia County Regional Commerce Park.

In doing so, the CRC would like to offer our support for the Amelia EDA GO Virginia Enhanced Capacity Building planning grant request of \$100,000. This funding will be utilized for a feasibility analysis and detailed master planning of the Amelia County Regional Commerce Center.

The Virginia Economic Development Partnership (VEDP) Site Characterization Report, characterized this site as Tier 2 for site certification and site readiness (Tier 2 - There is an established sales price, and the site is compatible with the Comprehensive Plan). Also, as you are aware the CRC received funding for a 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. This project is well underway with a completion date of January 2024. Amelia County's acquisition and making this a Tier 3 site will make it ready-made to add to the marketing portfolio of the REDO once it is established and operational.

The Commonwealth Regional Council has three goals stated in our 2020 Comprehensive Economic Development Strategy (CEDS): 1) Strengthen the region's workforce; 2) Broaden the regions businesses and industries and 3) Leverage educational institutions for growth and gain. Amelia County further developing the Amelia County Regional Commerce Center will meet two of these goals – strengthening the region's workforce and broadening the regions businesses and industries. This funding will assist the county in tiering up this needed economic development property.

The CRC offers full support to this project as a need for the future of economic development in the region.

Sincerely,

Melody Foster  
Executive Director



September 29, 2023

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

Dear Governor Youngkin:

The purpose of this letter is to request that you include additional state funding for regional planning district commissions (PDCs) in the FY25/26 budget that you will introduce to the General Assembly's money committees in December.

In your remarks to the joint money committees on August 23, you spoke of your Administration's "culture of striving to improve, of carving out pockets of savings.....empowers more investments to increase the effectiveness of government." Planning district commissions are critical components of the work that the state and local governments do to promote and provide efficient and effective services on a regional basis. Indeed, PDCs are charged with doing just that under the Regional Cooperation Act (15.2-4207), "to encourage and facilitate local government cooperation and state-local cooperation in addressing on a regional basis, problems of greater than local significance."

Each of the 21 PDCs in Virginia is unique. While all are active in spearheading affordable housing development, many serve as strategic and administrative partners in implementing economic development and rural broadband expansion projects. Others guide oversight and administrative services for their GO Virginia region, trigger tourism enhancement, and facilitate actions that protect the Chesapeake Bay and our other natural resources. What they share is their experience and expertise in convening, cooperating, and collaborating with these other partners to facilitate the "recognition and analysis of regional opportunities and take account of regional influences in planning and implementing public policies and services."

In performing these duties, PDC's have been challenged by the adequacy of resources to carry out these functions, or at the expense of other worthwhile projects that assist the state and local governments. Accordingly, we respectfully request your consideration of increasing state funding for PDCs in the next biennial budget by \$150,000 per PDC.

As I am sure you are aware, PDCs have been vital partners for effective and efficient state and local government, providing critical services to the state through implementing state programs and administering statewide processes in collaboration with state agencies. Unfortunately, previous Administrations have not recognized the value of PDCs, and so PDCs remain challenged to provide greater support and assistance in part due to inconsistency in state funding. Funding for PDCs remains

below the level provided in FY2006, with the amount of state support for our three largest PDCs having fallen much further behind. To further illustrate this point, please see the chart below:

Source	Fiscal Years	Amount per PDC	Notes
CHPT 899 (HB30) 2002 Session	2003-2004	\$81,274	Lenwisco--\$116K Cmbrland-- \$119K NOVA--\$364K HRds--\$353K RRPDC--\$204K Fifth--\$96K CSPDC--\$90K CVPDC--\$86K WestPied--\$93K
CHPT 951 (HB 1500) 2005 Session	2006	\$90,000— supplemental funding of \$511,454 brought each PDC to \$90K minimum	Lenwisco--\$128K Cmbrland-- \$132K NVRC--303K HRds--\$293K RRPDC--\$165K
CHPT 874 (HB30) 2010 Session	2011-2012	\$66,062	NVRC--132K HRds--\$132K RRPDC--\$99K
CHPT 890 (HB1500) 2011 Session	2012	\$75,971	NVRC--152K HRds--\$152K RRPDC--\$114K
CHPT 552 (HB 1800) 2021 Special Session	2022	\$89,971	NVRC--\$166K HRds--\$166K RRPDC--\$128K

We are glad to discuss this request with you, your staff, and other leaders in your Administration. Thank you for your consideration.

Sincerely,



Lou Ann Wallace, President