



**CRC Budget Committee
Meeting at 8:15 a.m. prior to
CRC Meeting**

**Meeting Agenda
Commonwealth Regional Council
Wednesday, May 8, 2024 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 March 20th Council Meeting, (pg 1).....Council Members
- V. Treasurers' Report – March/April Financial Statements, (pg 8).....Treasurer Walker
- VI. Report of Officers, Committees & Executive Director
 - A. Chairman's Report.....Chairman
 - 1) CRC Budget Committee Report.....Chairman
 - B. Executive Director's Monthly Activities Report, (pg 12)
Interim Executive Director's Monthly Activities Report, (pg 13)
- VII. Scoping the Future – Discussion of Innovative/Regional Ideas, (pg 14).....Council Members
- VIII. Old Business
 - A. Staff Monthly Project Reports
 - 1) Update on Watershed Implementation Plan (WIP) Phase III (pg 15).....Lauren Jones
 - 2) Update on Charlotte County Comprehensive Plan, (pg 16).....Lauren Jones
 - 3) Update on Buckingham County Comprehensive Plan (pg 17).....Todd Fortune
 - 4) Update on Amelia County Comprehensive Plan Update (modified) (pg 18).....Todd Fortune
 - 5) Update on Lunenburg County Comprehensive Plan Update, (pg 19).....Tyler Henderson
 - 6) Update on CRC Affordable Workforce Housing Development Program, (pg 20).....Lauren Jones
 - 7) Update on Kenbridge & Charlotte County ESHP Projects, (pg 23).....Lauren Jones
 - 8) Update on Regional VATI Grant for Cumberland, Lunenburg & Prince Edward, (pg 24).....Todd Fortune
 - 9) Update on Drakes Branch Admin – SLFRF Funds Projects, (pg 25).....Melody Foster
 - 10) Update on Drakes Branch Building Acquisition Project, (pg 26).....Todd Fortune
 - 11) Update CRC Regional Hazard Mitigation Plan Update, (pg 29).....Todd Fortune
 - 12) Update on Longwood SEED Innovation Hub Project, (pg 30).....Lauren Jones
 - 13) Update on creation of Virginia's Heartland Regional Economic Development Alliance (VHREDA), (pg 31).....Melody Foster
 - 14) Update on Central Virginia Poultry Cooperative TRRC & AFID Grants, (pg 32).....Lauren Jones
 - 15) Council Member Comments
- IX. New BusinessChairman
 - A. Staff Reports
 - 1) Update on Grant Writing, (pg 34).....Lauren Jones
 - 2) Council Member Comments
- X. Commonwealth Intergovernmental Review Process, None this month
- XI. Other Business
- XII. Council Member Comments
- XIII. Adjourn – Next Meeting Date – To be Determined (June 19th is a State Holiday)

**Proposed Alternate June date – Thursday, June 20, 2024
CRC Conference Room**

**Commonwealth Regional Council
CRC Conference Room
Keysville, Virginia
April 17, 2024**

Welcome & Call to Order

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

Invocation and Introductions

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

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

Amelia:

Mr. Dexter Jones

*Mr. David Felts

Mr. Dexter Jones
(Secretary)

*Mr. David Felts

Buckingham:

Mr. Paul Garrett

*Mr. Karl Carter

Mr. Paul Garrett
*Mr. Karl Carter

Charlotte:

Mr. Gary Walker

*Mr. Walt Bailey

Mr. Gary Walker
(Treasurer)

*Mr. Walt Bailey

Cumberland:

Mr. John Newman

*Mr. Eurika Tyree

Mr. John Newman(V)

*Mr. Eurika Tyree

Lunenburg:

Mr. Mike Hankins

*Ms. Taylor King

Mr. Mike Hankins
(Vice-Chairman)

*Ms. Taylor King

Nottoway:

Mr. Dickie Ingram

*Mr. Bill Collins

Mr. Dickie Ingram

*Mr. Bill Collins

Prince Edward:

Mr. David Emert

*Dr. Odessa Pride

Mr. David Emert
(Chairman)
*Dr. Odessa Pride

Non-Member Representatives:**SVCC:******Mr. Keith Harkins******Mr. Keith Harkins****Longwood University:******Ms. Sheri McGuire******Ms. Sheri McGuire****Hampden-Sydney College:******VACANT******VACANT****NOTE: *Denotes Alternates******Denotes Non-Voting Member Attending****Member County Administrators Present**

Mr. Taylor Harvie, Amelia County (V)

Mr. Dan Witt, Charlotte County

Mr. Derek Stamey, Cumberland County(V)

Ms. Tracy Gee, Lunenburg County (V)

Mr. Steve Bowen, Nottoway County

STAFF

Ms. Melody Foster, Executive Director

Mr. Todd Fortune, Deputy Director

Ms. Wendy Newton, Finance Director

Ms. Lauren Jones, Regional Planner

Mr. Tyler Henderson, Regional Planner

GUESTS:

Ms. Sara Crawford, Charlotte Court House Town Manager

Mr. Greg Zody, Nottoway County Planning and Economic Development Director

Tony Matthews, Town Manager of Kenbridge

Ms. Christin Jackson, STEPS Vice President of Workforce Development

(V) Denotes attendees who participated virtually.

Approval of Minutes of March 20, 2024 Council Meeting:

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

Treasurer's Report:

February/March: Mr. Emert stated he had reviewed the financial report and found everything to be in order. Ms. Foster stated that DEQ sent the reimbursement check to the wrong address again. Mr. Harkins moved and Mr. Walker seconded to approve the Treasurer's Report as presented. Motion carried.

Report of Officers, Committees & Executive Director:

Chairman's Report: Mr. Foster stated that she would like to announce that the Executive Director Search Committee after receiving applications and interviewing four candidates for the position of CRC Executive Director, the Committee has offered the position to Christin Jackson of Keysville, VA. Ms. Jackson has accepted the position. Ms. Foster stated that Ms. Jackson will be joining our staff on May 1,

2024 as Interim Executive Director and will shadowing me until my retirement beginning on July 1, 2024. Ms. Jackson stated that she is thankful for this opportunity and she is very excited to be here. Ms. Jackson stated that she originally was a part of the leadership team at Cardinal Homes. Ms. Jackson stated that she later joined the DIOA at Southside Virginia Community with workforce development. Ms. Jackson stated that when the opportunity to do workforce development at STEPS as Vice President she took the leap. Ms. Jackson stated that she is currently in charge of six programs and two business lines including recycling. Ms. Jackson stated that while she will greatly miss them, but she is very excited for this opportunity. Ms. Foster stated that the budget committee did meet earlier today and discussed the plan for replacing Todd and received the draft budget.

Executive Director Monthly Activities Report: Ms. Foster stated that a report was included in the Council packet. Ms. Foster stated that she has hired a new financial director. Ms. Foster stated that she would like to welcome to the CRC team, Wendy Newton. Ms. Foster stated that Ms. Newton started on April 1st. Ms. Newton stated that she is excited to work with everyone. Ms. Foster also stated that Todd Fortune, Deputy Director, has submitted his resignation and has accepted a position with Fluvanna County as the Director of Planning. Ms. Foster stated that Todd's resignation is included in the Council packet. Ms. Foster also stated that the Council would like to present a resolution to Todd for his 20 years and 6 months of dedication to the Council. Mr. Fortune stated that he is taking a leap into local government, which is something he has always wanted to do. Mr. Fortune stated that he will miss you all.

Scoping the Future - Discussion of Innovative/Regional Ideas: Mr. Fortune stated that he would to give an update to the High Bridge Trail State Park Expansion to Burkeville. Mr. Fortune stated that the visitor center in Camp Paradise is currently under construction. Mr. Fortune also stated that DCR will hold a ribbon cutting on April 27th in the Town of Pamplin. Mr. Fortune stated that the next phase of this project is to purchase the old rail bed to expand the trail to the Town of Burkeville.

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 educational and emergency kits have been delivered to local emergency managers in each County. Mr. Fortune stated that local distributions have occurred in Amelia, Buckingham, Charlotte, Lunenburg, and Prince Edward Counties. Local Distributions for Cumberland and Nottoway Counties are pending. Mr. Fortune stated that the educational campaign has been completed. Mr. Fortune stated with all the grant activities complete, CRC staff will need to submit a final reimbursement request for the remaining costs and close out the grant.

Update on Watershed Implementation Plan (WIP) Phase III: Ms. Jones stated that a report was included in the Council packet. Ms. Jones stated that the CRC assisted the Town of Kenbridge with a submitted application to VDOF's Virginia Trees for Clean Water Grant Program. Ms. Jones state that the Town has been awarded VDOF's Virginia Tres for Clean Water Grant Program. Ms. Jones stated that she has also been working with the Town of Kenbridge to identify grant funding opportunities for the Wastewater Treatment Plant project.

Update on Charlotte County Comprehensive Plan Update: Ms. Jones stated that a report was included in the Council packet. Ms. Jones stated that the Charlotte County Board of Supervisors held the Comprehensive Plan Public Hearing on April 10th. After the public hearing was held, the Board of Supervisors passed a resolution to adopt the Charlotte County Comprehensive Plan.

Update on Buckingham County Comprehensive Plan Update: Mr. Fortune stated that a report

was included in the Council packet. Mr. Fortune stated that CRC staff attended the Planning Commission work session on April 16th. The group discussed changes to the future land use map for Section 5 (Land Use). The CRC also reviewed changes to draft Section 3 and Section 4 of the plan plus changes to the survey summary results with the Commission. Mr. Fortune stated that CRC staff are working on the requested changes for the next Planning Commission meeting in May.

Update on Amelia County Comprehensive Plan Update: Mr. Fortune stated that a report was included in the Council Packet. Mr. Fortune stated that CRC staff are working with County staff and the Planning Commission on revising the Future Land Use map. Three options were presented to the Commission for review at its meeting on March 21st. The Commission selected one of the options and asked for minor tweaks, which the CRC has made. Those changes will be presented to the Comprehensive Plan Committee at its next meeting, which is scheduled for April 16th.

Update on Lunenburg County Comprehensive Plan Update: Mr. Henderson stated that a report was included in the Council Packet. Mr. Henderson stated that the CRC held a working committee meeting on Thursday, April 4, 2024. During the meeting the committee discussed the plan for the upcoming community meetings and the citizen survey. The community meetings are scheduled for April 15th in Kenbridge at the Kenbridge Town Hall and April 22nd in Victoria at the Victoria Public Library. The committee decided to use two group exercises (P.A.R.K. and Mapping) during the community meetings to get feedback. For the citizen survey, there was a new request for a Spanish version of the survey. CRC staff are working with County and Town staff on logistics of a Spanish Version. Mr. Henderson stated that the distribution date for the surveys are scheduled for May 6th.

Update on CRC Affordable Workforce Housing Development Program: Ms. Jones stated that a report was included in the Council packet. Ms. Jones stated that the CRC has awarded Piedmont Habitat for Humanity with \$95,000 in grant funding to build one housing unit in Cumberland County. Ms. Jones stated that the CRC had a remaining \$225,357.46 in grant funding that had not been obligated to a housing partner or CRC staff time. The CRC sought experienced housing partners to establish affordable workforce housing units throughout the CRC region by June 30, 2025. Ms. Jones stated that the CRC received five applications. She stated that the CRC staff are currently reviewing the submitted applications.

Update on Kenbridge and Charlotte County Emergency Supplemental Historic Preservation (ESHPP) 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 and Charlotte County Courthouse Complex project has been closed out. Ms. Jones stated that DHR staff has informed CRC and Kenbridge Town Staff that they will be mailing over the Preservation Agreement for a signature this week. Ms. Jones stated that once signed, the document will need to be filled with the County's Deed Office. Ms. Jones stated that DHR has sent over the Baseline agreement to be reviewed and signed. Ms. Jones stated that once this agreement has been signed, DHR staff will mail over the Preservation Agreement for signature.

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. Mr. Fortune stated that as of April 6, 2024, a total of 4,925 passings (out of a target of 11,397 total passings) and 1,1532 installs for new customers have been completed. Mr. Fortune

stated that Kinex crews are working in parts of all three counties where middle-mile fiber is in place to complete installations for new customers. Mr. Fortune stated that Mr. Garrett has advised that Kinex continues to work on addressing the existing backlog for new installations. Mr. Fortune stated that the CRC was granted an extension on the period of performance for the grant. The extension was requested after Kinex advised that they do not expect to have the work completed by the original end date. Mr. Fortune stated that the new end date for the project is June 14, 2026.

Update on Drakes Branch SLFRF Projects: Ms. Foster stated that a report was included in the Council packet. Ms. Foster stated that CRC staff met with Town officials in March to discuss the Town's priorities for spending down the SLFRF funds. Ms. Foster stated that at this time the Mayor requested a quote for the CRC's services to assist the Town in developing and update of the Town's Comprehensive Plan. Ms. Foster stated that the costs could be also paid for through SLFRF funds. Ms. Foster stated that there was also discussion on how to proceed with the April 30th reporting coming up with the Town not currently having a Town Clerk. Ms. Foster stated that CRC staff will be working with the Mayor to resolve how to submit this report to the US Treasury without the Town currently having an administrative staff to assist in gathering data and as well as not having access to the portal from authorized staff.

Update on Drakes Branch Building Acquisition Project: Mr. Fortune stated that the 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. Mr. Fortune stated that the Town has retained Hurt and Proffitt to conduct lead and asbestos inspections of buildings 2 and 3. Mr. Fortune stated that we have received the inspection reports yesterday.

Update on CRC Hazard Mitigation Plan Update: Mr. Fortune stated that a report was included in the Council packet. Mr. Fortune stated that FEMA Region III has given the plan Approval Pending Adoption. Mr. Fortune stated that local adoptions are underway. As of today, 11 of 18 covered localities (six counties and five towns) have adopted the plan. Mr. Fortune stated that the remaining localities are expected to adopt the Plan this month. Once all localities have adopted the Plan, it will be sent back to FEMA for final approval. Mr. Fortune that the Town of Blackstone is planning to adopt the resolution in May.

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). Ms. Jones stated that REF is awaiting final approval of the bid documentation from the EDA and budget and timeline amendment to award the lowest bidder. Ms. McGuire stated that the EDA has allowed for LUREF to move forward at their discretion. Ms. McGuire stated that the constructor, English Construction, has been awarded and has moved forward with minor demolition of the building.

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 Council selected to determine dues for the new CRC REDO based off a \$2.50 per capita model with Longwood University paying the minimum of \$25,000 for a total of \$278,573 in public investment funds. Ms. Foster stated that the Public Investment requests to all seven counties and Longwood University have been sent out. Ms. Foster stated that she has, at the request of Amelia, Charlotte, Lunenburg, Nottoway, and Prince Edward Counties, made presentations regarding this request to either the Counties Budget Committee or in the case of Amelia to the Economic Development Authority. Ms. Foster stated

that Longwood University has proposed to provide an in-kind match through administrative support and a physical location to house staff for this new organization.

Central Virginia Poultry Cooperative: Ms. Jones stated that a report was included in the Council packet. Ms. Jones stated that the CRC has executed the VDACS, AFID Planning Grant agreement with VDACS. Ms. Jones stated that the CRC has assembled and submitted three reimbursement requests to VDACS for reimbursement. Ms. Jones stated that the CRC has received the AFID Infrastructure Grant Agreement and the agreement has been executed. Ms. Foster stated that last month there was discussion in regards to organic grain that will be used for chicken feed at these farms. Ms. Foster stated not all of the feed needs to be organic and she suggested that Coop invite grain farmers to their meeting. Mr. Bowen asked what is the definition of organic farming. Mr. Emert stated that the land cannot be sprayed with pesticides for at least three years. Mr. Jones stated that is the requirements to become certified as organic.

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 Town of Blackstone on being awarded \$247,000 for additional funds for renovation and rehabilitation of Harris Memorial Armory. Ms. Jones also stated that the CRC is assisting Virginia Food Works with a AFID planning grant application to purchase a new a variety of equipment for the Prince Edward Cannery that would serve local food producers. Ms. Jones stated that the CRC also assisted Charlotte County Sherriff's Office with an application to the VDCJS's Byrne Justice Assistance Grant program to purchase new body cameras for deputies. Ms. Jones stated that the CRC assisted Prince Edward County with an application for Congressional Directed Spending for the build out of Sandy River Reservoir as a public water source. Ms. Jones stated that the CRC assisted Charlotte County Sherriff's Office with an application to purchase smoke detectors, medical equipment for fire personal, and accountability system for firefighters. Ms. Jones stated that the CRC assisted the Farmville Fire Department with an application to hire additional paid fire staff.

VDOT FY25 Rural Transportation Planning Program, Scope of Work and Resolution: Mr. Fortune stated the CRC receives annual planning funding from VDOT to complete Transportation related activities. Mr. Fortune stated that each the CRC will have to pass a resolution for the Rural Transportation Planning Program. Mr. Fortune stated that the annual funding has not changed for this fiscal year. Mr. Fortune stated that we will need action to approve this resolution. Mr. Hankins motioned and Mr. Jones seconded. The motion carried.

Council Member Comments: Mr. Emert moved and Mr. Hankins seconded that the Council convene in closed session for the discussion of a public contract, as permitted by Virginia Code Section 2.2-3711. A.4 – a matter requiring the protection of the privacy of individuals in personal matters not related to public business. Motion carried unanimously.

Mr. Emert moved and Mr. Hankins seconded to return to regular session. Motion carried unanimously.

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

WHEREAS, the Commonwealth Regional Council convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of

Information Act; and WHEREAS, Section 2.2-3711.A.1 of the Code of Virginia requires a certification by the Council that such closed meeting was conducted in conformity with Virginia law;

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

The motion carried unanimously.

Mr. Hankins moved and Mr. Walker seconded to make \$1500 available in the budget (23-24) for the a special project.

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

Other Business: There was none.

Council Member Comments: There were none.

Adjournment, Next Meeting: The meeting adjourned at 9:45 a.m. The next meeting was set for Wednesday, May 15th, 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 April 11, 2024 thru May 8, 2024

<u>Cash on Hand</u>	<u>Period Ending</u>	<u>Year to Date</u>
Total Income	\$ 132,393.00	\$ 5,432,185.74
Total Expenses	\$ 855,328.46	4,870,085.31
Net Income	\$ -722,935.46	\$ 562,100.43
Cash on Hand	\$ 1,430,980.27	\$ 1,430,980.27

Account Balances as of May 8, 2024

Benchmark (M2)	\$ 236,526.67
BB&T (M1)	\$ 600,597.54
Benchmark (CD1)	\$ 55,101.56
Benchmark (CD2)	\$ 15,049.30
BB&T (PR)	\$ 17,712.02
BB&T (Oprtg)	\$ 505,993.18
	<u>\$ 1,430,980.27</u>

Prepared by: Melody Foster, March 13, 2024

****Note:** Items 47060, 47070, 47080 and 47081 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 & 79047.

*47060/70045 VH PDC Housing Program Funds

*47070/79036 VATI Regional Broadband Grant - We have received \$1,281,867.60 in funds, Funds have not been disbursed yet.

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

*47081 CVPC AFID PG

*****Due to the move several funding agencies have sent our request for funds to the wrong address and are currently re-issuing checks.**

**Commonwealth Regional Council
Financial Statement
April 11 through May 8, 2024**

Income	Apr 11 - May 8, 24	Budget	Jul 1, '23 - May 8, 24	YTD Budget	Annual Budget
40000 - Revenue					
43000 - Local Member Investment					
43010 - Amelia Local Member Investment	0.00	0.00	19,000.00	19,000.00	19,000.00
43020 - Buckingham Local Member Investment	0.00	0.00	19,000.00	19,000.00	19,000.00
43030 - Charlotte Local Member Investment	0.00	0.00	19,000.00	19,000.00	19,000.00
43040 - Cumberland Local Member Investment	0.00	0.00	19,000.00	19,000.00	19,000.00
43050 - Prince Ed Local Member Investment	0.00	0.00	19,000.00	19,000.00	19,000.00
43060 - Lunenburg Local Member Investment	0.00	0.00	19,000.00	19,000.00	19,000.00
43095 - Nottoway County	0.00	0.00	19,000.00	19,000.00	19,000.00
Total 43000 - Local Member Investment	0.00	0.00	133,000.00	133,000.00	133,000.00
Total 40000 - Revenue	0.00	0.00	133,000.00	133,000.00	133,000.00
44000 - VA Regional Cooperation					
45000 - Project Funding	22,493.00	6,933.25	89,971.00	76,910.76	89,971.08
45880 - CRC Regional Haz Mit Plan Updat	0.00	2,393.67	52,071.05	26,553.00	31,062.00
45900 - Prince Edward Access Road Admin	0.00	577.96	7,500.00	6,411.29	7,500.00
45955 - PDC Housing Program	0.00	1,541.22	12,076.21	17,096.81	20,000.04
45965 - Charlotte Comp Plan Update	0.00	196.51	0.00	2,179.84	2,550.00
45970 - Kenbridge ESHPF Grant Admin	0.00	936.29	12,150.00	10,386.29	12,150.00
45975 - Charlotte ESHPF Grant Admin	0.00	149.81	1,944.00	1,661.81	1,944.00
45985 - VATI Regional Broadband Grant	19,600.00	1,798.07	19,600.00	19,945.99	23,333.04
45990 - Drakes Branch SLFRF Admin	0.00	234.96	0.00	2,606.47	3,049.08
45992 - Blackstone Armory Abatement Adm	0.00	308.25	8,000.00	3,419.42	4,000.08
45993 - Amelia Mod Comp Plan Update	0.00	462.36	0.00	5,129.03	6,000.00
45994 - Farmville SHSP Admin	4,000.00	308.25	4,000.00	3,419.42	4,000.08
45995 - Drakes Branch VDEM Grant Admin	900.00	0.00	1,800.00	0.00	2,000.08
45996 - Buckingham Comp Plan Update 23	0.00	1,589.46	0.00	17,631.97	20,626.08
45997 - Lunenburg Comp Plan Update 23	25,000.00	1,926.53	25,000.00	21,371.04	25,000.08
45998 - SHSP Comm Outreach & Prep.	0.00	1,926.53	25,000.00	21,371.04	25,000.08
45999 - Longwood SEED Inn Hub Admin	0.00	1,001.80	21,595.15	11,112.97	13,000.08
Total 45000 - Project Funding	49,500.00	17,847.99	199,208.66	197,998.04	231,608.64
46000 - Other Funding					
46005 - DEQ 2021 CRC WIP II Assistance	58,000.00	4,469.54	58,000.00	49,580.71	58,000.08
46010 - VDOT-Transport Planning	0.00	4,469.54	25,538.91	49,580.71	58,000.08
46040 - Interest Income	0.00	61.66	3,396.53	683.91	800.04
46050 - Misc. Income	0.00	0.00	1,856.30	0.00	0.00
46081 - EDA Technical Assistance Fund	0.00	5,884.66	18,641.29	58,914.99	70,000.04
46082 - SCRC LDD Funds	0.00	3,390.69	0.00	26,612.93	33,000.03
Total 46000 - Other Funding	58,000.00	18,276.09	107,433.03	185,373.25	219,800.27
47000 - Pass Thru Funds					
47060 - VH PDC Housing Program Funds	0.00	0.00	405,311.49	0.00	0.00
47070 - VATI Broadband	0.00	0.00	4,364,486.15	0.00	0.00
47080 - CRC REDO	0.00	0.00	84,279.45	0.00	0.00
47081 - CVPC AFID PG	2,400.00	0.00	48,495.96	0.00	0.00
Total 47000 - Pass Thru Funds	2,400.00	0.00	4,902,573.05	0.00	0.00
Total Income	132,393.00	43,057.33	5,432,185.74	593,272.05	674,379.99
Expense					
71000 - Personnel Costs					
71010 - Salary Distribution	36,945.90	26,431.91	242,605.07	293,209.75	343,000.08
71040 - Payroll Expenses (SS/FICA)	2,826.34	2,022.15	18,559.28	22,431.82	26,241.00

**Commonwealth Regional Council
Financial Statement
April 11 through May 8, 2024**

	Apr 11 - May 8, 24	Budget	Jul 1, '23 - May 8, 24	YTD Budget	Annual Budget
71150 • Unemployment Ins.	4.15	10.17	53.60	112.84	132.00
71200 • VRS Contribution	167.94	5,878.45	44,456.69	65,209.70	76,283.04
71350 • Staff Train/Conference	0.00	1,310.04	2,697.55	14,532.29	17,000.04
71400 • Workmens Comp Ins	0.00	38.53	0.00	427.45	500.04
71500 • Group Health Insurance	2,965.66	3,062.45	30,075.67	34,193.62	40,000.08
71600 • Life Insurance	34.20	26.96	326.10	299.23	350.04
71700 • Other Staff Costs	0.00	69.59	0.00	771.92	903.00
71750 • Employee Cell Phone Stipend	192.67	231.19	1,992.67	2,564.52	3,000.00
Total 71000 • Personnel Costs	43,136.88	39,101.46	340,766.83	433,753.14	507,409.32
72000 • Office Operations					
72005 • Cleaning & Maint.-Bldg	0.00	443.87	3,600.00	4,923.87	5,760.00
72010 • Lease Costs	1,200.00	1,109.68	12,000.00	12,309.68	14,400.00
72015 • Utilities	0.00	192.66	3,466.30	2,137.17	2,500.08
72020 • Telephone/Internet Costs	276.77	269.72	2,959.52	2,991.97	3,500.04
72030 • Postage and Freight	0.00	92.48	1,488.68	1,025.81	1,200.00
72035 • Express Mail	0.00	9.25	85.75	102.58	120.00
72040 • Consumable Supplies	666.72	277.42	6,504.16	3,077.42	3,600.00
72050 • Dues and Subscriptions	162.00	26.98	259.00	299.23	350.04
72060 • Office Insurance	0.00	7.71	0.00	85.55	100.08
72070 • Administrative Costs	525.00	1,001.80	24,026.80	11,112.97	13,000.08
72080 • Office Costs - Other	2,243.90	231.19	9,769.86	2,564.52	3,000.00
72085 • Office Moving Expense	0.00	0.00	1,256.15	0.00	
Total 72000 • Office Operations	5,074.39	3,662.76	65,416.24	40,630.77	47,530.32
73000 • Office Equipment					
73010 • Office Equipment	0.00	192.66	1,600.00	2,137.17	2,500.08
73030 • Equipment Maintenance	1,020.78	1,225.27	9,843.10	13,591.94	15,900.00
73040 • Equipment Repair	0.00	154.12	138.84	1,709.71	2,000.04
73050 • Equipment - Other	49.98	1,502.68	16,271.26	16,669.35	19,500.00
Total 73000 • Office Equipment	1,070.76	3,074.73	27,853.20	34,108.17	39,900.12
74000 • Auto/Staff Travel					
74020 • Staff Mileage	203.01	732.08	4,757.20	8,121.00	9,500.04
Total 74000 • Auto/Staff Travel	203.01	732.08	4,757.20	8,121.00	9,500.04
75000 • Meetings/Memberships					
75010 • Council Meetings	0.00	400.72	2,607.54	4,445.23	5,200.08
75020 • Committee Meetings	0.00	30.83	0.00	342.00	400.08
75030 • Staff Meetings	0.00	38.53	221.29	427.45	500.04
75040 • Council Memberships	0.00	547.14	7,120.00	6,069.39	7,100.04
75050 • Other Meeting Costs	0.00	15.41	0.00	171.00	200.04
75060 • Public Official Insurance Cov.	0.00	138.71	0.00	1,538.71	1,800.00
Total 75000 • Meetings/Memberships	0.00	1,171.34	9,948.83	12,993.78	15,200.28
77000 • Collateral Materials					
77010 • Web Page Costs	0.00	269.72	261.05	2,991.97	3,500.04
Total 77000 • Collateral Materials	0.00	269.72	261.05	2,991.97	3,500.04
78000 • Local Relations					
78010 • Newsletter/Annual Report	0.00	11.56	0.00	129.23	150.00
78030 • Other	0.00	77.07	0.00	854.91	1,000.08
Total 78000 • Local Relations	0.00	88.63	0.00	983.14	1,150.08

Commonwealth Regional Council
Financial Statement
 April 11 through May 8, 2024

	Apr 11 - May 8, 24	Budget	Jul 1, '23 - May 8, 24	YTD Budget	Annual Budget
79000 · Pass Thru Fund Expenses					
79036 · VATI Broadband	792,086.40	0.00	3,874,704.95	0.00	
79045 · VH PDC Hous Prog-Partner Expens	0.00	0.00	405,311.49	0.00	
79046 · CRC REDO	0.00	0.00	85,199.52	0.00	
79047 · CVPC AFID PG	0.00	0.00	16,095.96	0.00	
Total 79000 · Pass Thru Fund Expenses	792,086.40	0.00	4,381,311.92	0.00	
90000 · Other Program Costs					
90010 · Planning Project Costs	0.00	0.00	12,043.79	0.00	0.00
90011 · EDA Other Costs	2,257.02	893.55	4,726.25	7,693.55	9,000.00
90012 · Consultant Contractual Service	0.00	385.31	0.00	4,274.23	5,000.04
90013 · Printing Costs, etc.	0.00	192.66	0.00	2,137.17	2,500.08
90101 · New REDO Costs	11,500.00	385.31	23,000.00	4,274.23	5,000.04
Total 90000 · Other Program Costs	13,757.02	1,656.83	39,770.04	18,379.18	21,500.16
Total Expense	855,328.46	49,757.55	4,870,085.31	551,961.15	645,690.36
Net Income	-722,935.46	-6,700.22	562,100.43	41,310.90	28,689.63



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MEMORANDUM:

TO: CRC Representatives
FROM: Melody Foster, Executive Director
SUBJECT: CRC Executive Director Monthly Activities
DATE: May 8, 2024

- After discussing with CRC Budget Committee – promoted Lauren Jones Pugh to Planning Director (effective April 25, 2024).
- After discussing with CRC Budget Committee - hired Monica Frisby-Hazelwood as new Regional Planner (begins work June 3, 2024).
- Attended Go Virginia Region 3 Board Meeting in South Boston, Virginia (GOVaR3 Board Member).
- Met with staff and Todd Fortune prior to his last day (April 24th) to discuss ongoing projects for a smooth transition of his project/program duties.
- As requested, appeared before Lunenburg Board of Supervisors Budget Meeting in Lunenburg County regarding the request for public investment in the Virginia's Heartland Regional Economic Development Alliance.
- Met with Mayor of Drakes Branch to try and submit SLFRF fund annual reporting in US Treasury portal due April 30th. Continuing to work with Mayor and correspond with US Treasury to try and resolve staffing changes at the Town office and inability to access portal site.
- Corresponded with Andy Brubaker and Paul Santiago of Convergent regarding VHREDA Private Fundraising Campaign weekly.
- Reviewed shared information on the VHREDA Private Fundraising Campaign committee recommendations and sent out correspondence to invite members to upcoming meetings.
- Followed up to some VHREDA Committee Members with phone calls to confirm meeting attendance.
- Continued training of new Finance Director.
- Continued edits of CRC FY25 Draft Budget.
- Beginning May 1st Christin Jackson, CRC Interim Executive Director has camped out in my office. She has been shadowing me to learn about the CRC and is already jumping in and helping out.
- Participated in interview with Prince Edward County Consultant for the development of the Prince Edward County Economic Development Plan.
- Hosted the Town Mayor/Manager's meeting in the CRC Conference Room.
- Attended VAPDC Executive Director's meeting virtually.
- Assisted in facilitating the Lunenburg Comprehensive Plan Community Meeting to gather input at the Victoria Town Library.
- Continuing to work with staff to transition CRC projects that I previously had worked on to ensure a smooth transition.
- Attended and made presentation at the VDOT/CTB Spring Public Input meeting in Lynchburg, VA, also introduced Tyler Henderson who will be taking over CRC Transportation program and Christin Jackson. Provided comments regarding increased costs of grant funded projects resulting in some awards being forfeited due to locality's match share of project.
- Discussed ongoing projects with CRC staff.



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Memorandum

TO: CRC Board of Directors

FROM: Christin Jackson
Interim Executive Director

DATE: May 8, 2024

SUBJECT: First Week Update (May 1st, 2024 – Start Date)

- New Hire Activities – paperwork, computer setup, and etc.
- Had a meeting with the CRC Staff to get acquainted with all the current projects.
- Attended the Lynchburg Regional VDOT Meeting in Lynchburg with Melody Foster and Tyler Henderson.
- Read the complete REDO Project to ensure understanding.
- Setup new accounts with ID.me, ASAP, DHCD – CAMS to ensure that I have access to grant funding, requests, and reporting.
- Met with Melody Foster and Tyler Henderson to review the VDOT Project.
- Met with ITG to discuss their new computer/internet proposal. Asked that they also give us a quote on storage in the Cloud, so that we could compare that to a physical server.
- Reviewed a request from STEPS to ask counties to consider a BEAD (Broadband Equity Access and Deployment) planning grant.
- Reached out to DHCD Technical Assistance, Cameron Lewis, to ask a few specific questions about the BEAD grant.
- Reviewed another DHCD grant called PRICE (Preservation Initiative for Community Enhancement). Discussed with Melody Foster the pros and cons of this type of grant.
- Met with Andy Brubaker from Convergent to discuss the Private Fundraising Campaign for the VHREDA (Virginia's Heartland Regional Economic Development Alliance).
- Worked with Melody Foster to learn how to prepare the Board Packet.
- Started reviewing toolkit on how to create a non-profit.
- Asked Gary Elder if he could incorporate VHREDA as a non-profit 501c3, he said that he could.
- Created a memo to Gary Elder with our questions about the non-profit and sent him an email with it.



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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: Lauren Jones Pugh, Planning Director
DATE: May 8, 2024
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 grant opportunities for localities
 - Researching opportunities for the CRC to assist in documenting BMP activities in the region in the DEQ BMP warehouse.
 - Worked with the Town of Kenbridge to identify funding opportunities for a Wastewater Treatment Plant project.

COMMONWEALTH REGIONAL COUNCIL
200 Heartland Road
Keysville, VA 23947 | 434.392.6104 PHONE
www.virginiashheartland.org



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MEMORANDUM

TO: CRC Council Members

FROM: Lauren Jones Pugh
Planning Director

DATE: May 8, 2024

SUBJECT: Charlotte County Comprehensive Plan Update – Monthly Update

As you are aware, the Commonwealth Regional Council (CRC) is assisting Charlotte County with an update of the County's Comprehensive Plan. As part of the CRC's efforts to assist the County, the following is a summary of what has occurred since the last update on April 9, 2024:

- On April 10th, The Charlotte County Board of Supervisors held a public hearing for the Charlotte County Comprehensive Plan on Wednesday, April 10th. After the public hearing was held, the Board passed a resolution adopting the Comprehensive Plan.

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

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



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MEMORANDUM

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

FROM: Tyler Henderson
Regional Planner

DATE: May 8, 2024

SUBJECT: Buckingham County Comprehensive Plan Update – Monthly Update

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 in April:

- CRC staff attended the Planning Commission Work Session on April 16. At this meeting, the Commission reviewed revisions to draft sections 3 (Inventory and Analysis: Community Resources), and 4 (Transportation) and the draft citizen survey results summary. The Commission asked for some changes to draft Sections 3, but no edits were suggested for draft Section 4 or the citizen survey summary report.
- The next Planning Commission Work Session is scheduled for May 20. At that meeting, the Commission will review changes to draft Sections 3, discuss the Future Land Use map, and go over an updated schedule of remaining work based on the current timeline misalignment and transition of duties.

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

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



MEMORANDUM

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

FROM: Lauren Jones Pugh
Planning Director

DATE: May 8, 2024

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 are working with the Amelia County Planning Commission to finalize one last piece on the update of the Demographics section of the Comprehensive Plan.
- CRC staff are working with County staff and the Planning Commission on revising the Future Land Use map. Three different options were presented to the Comprehensive Plan Committee for review at its meeting on March 21st. The Committee selected one of the options and asked for minor tweaks, which the CRC has made. The revised map was presented to Committee at the April 29th meeting.
- This was previously Todd's project and I am currently transitioning to take over this project.

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

cc: Melody Foster, Executive Director, CRC
Brady Deal, Director of Community Development



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MEMORANDUM

TO: Tracy Gee, Lunenburg County Administrator
Rodney Newton, Victoria Town Manager
Tony Matthews, Kenbridge Town Manager
Members of the Lunenburg County Board of Supervisors
Members of Victoria Town Council
Members of Kenbridge Town Council

FROM: Tyler Henderson
Regional Planner

DATE: May 7, 2024

SUBJECT: Lunenburg County Comprehensive Plan Update – Monthly Update

The Commonwealth Regional Council (CRC) is assisting Lunenburg County, Victoria, and Kenbridge on an update their Joint Comprehensive Plan. As part of the CRC's efforts to assist the County and Towns, the following is a summary of activities completed to date:

- The CRC is not holding a working committee meeting in May. The next committee meeting will take place in June.
- In April, the CRC held two community meetings (April 15th in Kenbridge at the Kenbridge Town Hall and April 22nd in Victoria at the Victoria Public Library). In the meetings, citizens participated in two group exercises (P.A.R.K and Mapping). The resulting information is being compiled into a report to be presented at the June working committee meeting.
- The citizen survey is scheduled to be released May 13th in English and Spanish, and the survey will be available online and in paper format. The CRC created advertisement flyers in English and Spanish that will be distributed to students through the school system and placed at various locations throughout the county to encourage citizen participation in the survey.

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

cc: Melody Foster, Executive Director, CRC



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MEMORANDUM:

TO: CRC Representatives

FROM: Lauren Jones Pugh, Planning Director

SUBJECT: CRC Affordable Workforce Housing Development Program

DATE: May 8, 2024

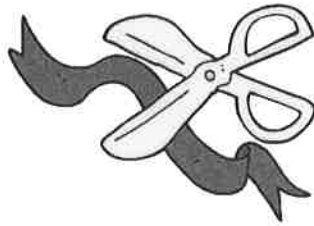
As you are aware the CRC has received \$2 million in grant funds from Virginia Housing to establish 20 affordable and workforce housing units in the CRC region **over a 48-month period (extended to June 30, 2025)**. CRC staff time on the project is also covered by this grant award.

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 12 modular homes in Cumberland County and the Towns of Farmville, Keysville, and Crewe. Smyth Properties established 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. Through these partners the CRC has been able to establish 22 affordable housing units.

Update: The CRC has a remaining \$225,357.46 in grant funding that has not been obligated to a housing partner or CRC staff time. The CRC submitted a request for funding applications from Experienced Housing Partners to establish affordable workforce housing units throughout the CRC region by June 30, 2025. Applications were due by Wednesday, April 8, 2024. We received five applications. CRC staff are currently reviewing the applications. After reviewing the application, the CRC had to request some additional information from applicants.

- Piedmont Habitat – Piedmont’s contractor has completed the remaining work on two of the homes on California Ave in Crewe. Please see the attached invitation for the Home dedications.
- Smyth Properties – All seven housing units are complete. The Smyths are currently accepting rental applicants for these housing units.
- Town of Blackstone/ Southside Outreach –The home located at 200 S. Dillard is nearing completion and is estimated to be 85% complete. The contractor has ordered the cabinets, but the cabinets are on backorder. The home located at 610 E. Broad Street has been completed.

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



**Please join us at the Home Dedications for
Gloria and Kay
and Kayla Jones**



**Saturday, May 18
10:00 AM
507 E. California Ave.
Crewe, VA**

**Open house and light refreshments
following the ceremony**

**Please RSVP by Wednesday, May 15
info@piedmonthabitat.org or 434-394-3001**

Directions to E. California Ave. From Farmville

Follow US-460 E to Crewe
Turn left onto 2nd St in Crewe
Turn right onto East California Ave,
which is a gravel road
Follow the road
The houses are on the right



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TO: Commonwealth Regional Council

FROM: Lauren Jones Pugh, Planning Director

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

DATE: May 8, 2024

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. Town staff are awaiting the arrival of the Preservation Agreement to sign. CRC staff has reached out to DHR staff on the status of sending the agreement. Once signed, the document will need to be filled with the County's Deed office.

Charlotte County Courthouse Complex Drainage Project –All work for the project has been completed. The grant has been closed out. Charlotte County staff has signed the Baseline Agreement. CRC staff shared the signed agreement with DHR staff. After further review of the Preservation Agreement by Charlotte County staff and their attorney, County staff and the attorney has requested several changes to the agreement. CRC staff has notified DHR staff of these changes and are working to address these issues.

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



MEMORANDUM

TO: CRC Council Members

FROM: Lauren Jones Pugh
Planning Director

DATE: May 8, 2024

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:

This was previously Todd's project. I am currently transitioning into taking over this project.

- Kinex and their contractors continue to work on laying down middle-mile fiber in unserved areas of all three counties.
- Kinex crews are working in parts of all three counties where middle-mile fiber is in place to complete installations for new customers. James Garrett, Kinex Telecom, has advised that Kinex continues to work on addressing the existing backlog for new installations.
- As of May 3, 2024, a total of 5,096 passings (out of a target of 11,397 total passings) and 1,245 installs for new customers have been completed.
- The CRC was granted an extension on the period of performance for the grant. The extension was requested after Kinex advised that they do not expect to have the work completed by the original end date (June 14, 2025). The new end date for the project is June 14, 2026.
- Kinex has filed a challenge to DHCD on an application from Firefly to connect VATI-eligible customers in Cumberland County. The challenge involves 239 houses. Kinex is challenging on the grounds that they have fiber within 1,000 feet of these houses.
- The Project Management Team meets monthly to discuss the project. The team includes local staff, CRC staff, Kinex staff, and DHCD staff. The next meeting is scheduled for May 10, 2024.
- Per an agreement with DHCD, CRC and local staff are making quarterly site visits to observe the work being done by Kinex and their contractors. A site visit was conducted on March 5, 2024 to observe middle mile installation in Cumberland County and a customer installation in Prince Edward County. The next site visit will occur in May or June.

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

cc: Melody Foster, Executive Director, CRC



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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: May 8, 2024

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. Under the SLFRF program, funds must be used for costs incurred on or after March 3, 2021. Further, funds must be obligated by December 31, 2024, and expended by December 31, 2026.

Update:

Water Metering Project complete.

The Town is still prioritizing how to spend down the SLFRF funds. CRC staff are still working with the Town in coordination with the US Treasury to access the reporting portal due to staff changes. Both the CRC and the Town have contacted the US Treasury and are working through next actions to take. The April 30th reporting date was not met due to this difficulty.



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MEMORANDUM

TO: CRC Council Members

FROM: Lauren Jones Pugh
Planning Director

DATE: May 8, 2024

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:

This was previously Todd's project. I am currently transitioning into taking over this project.

- Building 1: Privately owned property
 - The property owner has opted out, and will not be participating in the project.
- Buildings 2 and 3: Old Town Hall and fire station
 - Appraisals completed.
 - Title searches completed.
 - Hurt & Proffitt (H&P) conducted lead and asbestos inspections of these properties. The inspection has been completed. H&P has provided the inspections reports and the reports determined that lead and asbestos have been identified. The CRC is working with the Town and VDEM to determine the next steps.
- Building 4: Privately owned property
 - Appraisal completed.
 - Title search completed.
 - The owner has signed an agreement to sell the property to the Town. The sale is pending completion of the sale agreement and supporting paperwork.
 - This property has a deed of trust per the title search, which will need to be settled as part of the sale process.
 - Hurt & Proffitt (H&P) conducted lead and asbestos inspections of these properties. The inspection has been completed. H&P has provided the inspections reports and the reports determined that lead and asbestos have been identified. The CRC is working with the Town and VDEM to determine the next steps.

- Buildings 5 and 6: Privately owned, adjoining buildings, same owner
 - Appraisals completed.
 - Title searches completed.
 - The owner has agreed to terms on a sale of the property to the Town. The Town is working with the Town Attorney and the property owner to complete the sale of these properties.
 - Hurt & Proffitt (H&P) conducted lead and asbestos inspections of these properties. The inspection has been completed. H&P has provided the inspections reports and the reports determined that lead and asbestos have been identified. The CRC is working with the Town and VDEM to determine the next steps.
- Building 7: Privately owned property
 - Property owner has opted out, and will not be participating in the project.
- 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 (TACS), a Henrico County-based firm that assists local governments in collection, bankruptcy, and assessment matters, for a tax sale on the property. TACS has filed paperwork in Charlotte County Circuit Court to begin the sale process, and a decree of sale hearing has been scheduled for April 24. Once a decree is entered by the Circuit Court Judge, the next step is for the judge to appoint a special commissioner who would schedule the sale. Staff from TACS has advised that the sale would likely occur sometime in June.
 - Hurt & Proffitt (H&P) conducted lead and asbestos inspections of these properties. The inspection has been completed. H&P has provided the inspections reports and the reports determined that lead and asbestos have been identified. The CRC is working with the Town and VDEM to determine the next steps.
- Building 9: Privately owned property
 - Appraisal completed.
 - Title search completed.
 - The sale of this property has been completed.
 - Hurt & Proffitt (H&P) conducted lead and asbestos inspections of these properties. The inspection has been completed. H&P has provided the inspections reports and the reports determined that lead and asbestos have been identified. The CRC is working with the Town and VDEM to determine the next steps.

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: Tyler Henderson
Regional Planner

DATE: May 8, 2024

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 plus their respective towns (11 towns). 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 III has given the plan Approval Pending Adoption (preliminary approval). Local adoptions are underway. As of today, 13 of the 18 covered localities (six counties and seven towns) have adopted the Plan. The remaining localities (Nottoway, Blackstone, Crewe, Phenix, and Charlotte Courthouse) are expected to adopt the Plan this month. Once 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 Pugh, Planning Director

SUBJECT: SEED Innovation Hub Project Update

DATE: May 8, 2024

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

Project Update:

EDA funds- The lowest bidder, English Construction, has been awarded. EDA has approved the budget and timeline amendment, bid opening checklist, and the executed construction contract. EDA has authorized LUREF to move forward with construction. Construction on the project has begun.

Tobacco Commission Funds- Due to the funds uses, these is not an update at this time (funds will be used for construction costs).

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 - Creation of Virginia's Heartland Regional Economic Development Alliance (VHREDA)

DATE: May 8, 2024

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. This grant is complete and has been closed out. The results of the project concluded that a new REDO is a viable option. The new REDO – Virginia's Heartland Regional Economic Development Alliance (VHREDA) is being pursued by the CRC.

Update:

- Convergent Nonprofit Solutions, LLC began working on the Private Campaign Fundraising for the Virginia's Heartland Regional Economic Development Alliance (VHREDA) April 1, 2024. Convergent has been working CRC staff and in contact weekly on the VHREDA Campaign Fundraising. The CRC is paying for these services upfront and will be reimbursed by VHREDA once established. Please note in the CRC Treasurers Report *Item 90101 New REDO costs* is keeping an accounting of the costs, currently at \$23,000 (thru May 8th).
- The CRC also determined dues for VHREDA would be based on \$2.50 per capita with Longwood University paying the minimum of \$25,000 for a total of \$278,573 in public investment funds. Public Investment requests have been sent to all seven counties and Longwood University. So far, Buckingham, Charlotte, Nottoway and Prince Edward Counties have stated this request is included in their Budget for approval.
- Several committees will be meeting in May. One set up to assist in evaluating prospective investors/donor listings and the other will assist in refining the VHREDA Five-Year Plan.

Establishing VHREDA as a 501c3

The CRC has authorized me to work with an attorney to set up VHREDA as a 501c3 with a cap of \$8,000 in expense.

- Christin Jackson has contacted Gary Elder with Elder, Watkins, Friedman, & Allen, P.C. who has agreed to assist us with the process for obtaining 501c3 status for VHREDA.



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TO: CRC Representatives

FROM: Lauren Jones Pugh, Planning Director

SUBJECT: Creation of Central Virginia Poultry Cooperative
TRRC and VDACS, AFID Planning & Infrastructure Grants

DATE: May 8, 2024

Project: The CRC assisted the Central Virginia Poultry growers since May of 2024 to find solutions for farmers who were affected by the Tyson closure in Glen Allen, Virginia. The growers came up with a solution – the creation of the Central Virginia Poultry Cooperative (CVPC). The Central Virginia Poultry Cooperative was created and has entered into an agreement with Dutch Country Organics, LLC of Middlebury, Indiana. CVPC will raise and sell wholesale cage-free and other premium table eggs to Dutch Country LLC. To assist with the start of costs for the CVPS, the Commonwealth Regional Council served as the applicant and fiscal agent obtaining the following grants: Virginia Department of Agriculture and Consumer Services (VDACS) Governor's Agriculture and Forestry Industries Development Fund (AFID) Planning Grant for \$35,000; VDACS, AFID Infrastructure Grant for \$50,000; and the Virginia Tobacco Region Revitalization Commission (TRRC) Southern Virginia Program Grant for \$1,400,000.

Project Update:

VDACS, AFID Planning Grant: The CRC has executed the Planning Grant agreement with VDACS. The CRC has assembled and submitted three reimbursement requests to VDACS for the reimbursement.

VDACS, AFID Infrastructure Grant: The CRC has executed the Infrastructure Grant agreement with VDACS.

TRRC: CRC staff has submitted the executed agreement to the TRRC.

COMMONWEALTH REGIONAL COUNCIL
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- Central Virginia Poultry Cooperative, Inc (CVP) formed in response to Tyson Foods closing its Glen Allen broiler processing complex in 2023, which **shuddered 265 farmer-owned broiler production houses**. Estimated economic loss due to the Tyson plant closure is **\$358 million loss annually**.
- CVP is a registered C-corporation operating as a **not-for profit, farmer-owned Cooperative** to produce and sell cage-free and other specialty table eggs to Dutch Country Organics, LLC (DCO) out of Middlebury, Indiana. Dutch Country has contracts with Kroger, Albertson, Target and Aldi, etc..
- Demand for cage-free table eggs is expected to double within 10 years due to state and corporate requirements as well as consumer preferences.
- Eight states require table eggs originate from cage-free housing. Additional states and retailers are expected to make this a requirement.
- Wal-Mart and Kroger, the two largest US egg buyers, both **scheduled to purchase 100% cage-free eggs by 2025**, extended their deadlines due to a current shortage of cage-free eggs.
- CVP anticipates **16 hen growers**, and **8 pullet growers** will be in production by year 3. Combined, the growers are anticipated to **employ 59 people** locally.
- **The Cooperative has a 13-year Egg Agreement with Dutch Country** to sell them mostly conventional (not organic) cage-free eggs produced from CVP-owned laying flocks (2 million hens).
- CVP will place 80,000 hens in April/May and 90,000 more hens in May/June 2024 ramping up to 950,000 by end of year 2024.
- **CVP would prefer to purchase grain from local mills in Virginia, or if necessary from NC or PA. Grain purchases will benefit local farmers, the community, and CVP by reducing freight costs. By March, 2025 some 19,000 tons of conventional grain will be purchased to feed 1 million birds.**
- As egg production expands, new egg handling and distribution facilities will create new non-farm employment. DCO plans to locate a **\$9 million egg processing facility** in central Virginia to reduce transportation costs once CVP exceeds the placement of 1 million laying hens. DCO has stated that its facility would create 70 new jobs.
- Articles of Incorporation and By-Laws have been approved and filed. Officers have been elected, Organization structure and Business Model have been finalized, Business and Financial Plans are complete. Mission, Vision and Values adopted, Goals established, Board Standing Committees and Charters are in place.

John Bapties - President
Trent Johnson - Vice President
Pete Watson - Director
Bill Osl - Director
Steven Geesaman - Director
Robert Mills - Advisor
Tony Banks - Advisor
Ken Risser - Advisor

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MEMORANDUM

TO: CRC Council Members

FROM: Lauren Jones Pugh
Planning Director

DATE: May 8, 2024

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

As per the CRC's ongoing efforts to provide grant writing services for County Public Schools, local government, law enforcement, and 501 (c)(3) organizations in the region, the following activities have taken place since April 9, 2024:

Status Update

- VDACS, AFID Infrastructure Grant: The CRC assisted Virginia Food Works, a local non-profit, with a planning grant application to purchase a variety of equipment for the Prince Edward Cannery that would serve local food producers.
- CENTRA: The CRC assisted the Drakes Branch Volunteer Fire Department with an application to purchase a variety of equipment to perform lifesaving
- DCR, Recreation Trails Grant Program: CRC staff assisted Lunenburg County and the Towns of Victoria and Kenbridge on an application to establish a trailhead and expand the Tobacco Heritage trail. Applications were due on May 7, 2024.
- NPS, African American Civil Rights: **Cumberland County and Prince Edward County/Mary E. Branch Heritage Center** was notified that all three (Cumberland submitted two apps.) **applications were not funded.**

Awaiting Approval

- Congressional Directed Spending (CPS): The CRC assisted Prince Edward County with an application for the build out of Sandy River Reservoir as a public water source.
- VDCJS, Byrne Justice Assistance Grant: The CRC assisted Charlotte County Sherriff's Office with an application to purchase new body cameras for deputies. The application was due on March 13th.
- FEMA, FP&S Grant: The CRC assisted the Charlotte County Dept. of Public Safety with an application to purchase smoke detectors, medical equipment for fire personal, and accountability system for firefighters. The application was due on April 12th.
- FEMA, SAFER Grant: The CRC is assisting Farmville Fire Department with an application to hire additional paid fire staff. The applications are due on April 12th.

- Assistance to Firefighters Grant (AFG): Applications were due on March 8th. The CRC assisted the following agencies with AFG applications:
 - Victoria Fire and Rescue – purchase a vehicle
 - Blackstone VFD – purchase an exhaust system
 - Keysville VFD – purchase breathing apparatus
 - Prince Edward County (regional application) – purchase radios
- USDOT Federal Transit Administration (FTA), Innovative Coordinated Access and Mobility grant: The CRC assisted Piedmont Senior Resources with an application to purchase a vehicle. Applications were due on February 13th.
- Southeast Crescent Regional Commission (SCRC), State Economic and Infrastructure Development (SEID) Grant Program: The CRC assisted the Town of Blackstone with an application to fund construction costs for the renovation and rehabilitation of the Harris Memorial Armory. Applications were due on February 2, 2024.
- NPS, Save America's Treasures Grant: The CRC assisted Mary E. Branch Heritage Center with a submitted application to the renovate the historic Mary E. Branch Elementary School. Applications were due on December 1, 2023.
- VDOT Transportation Alternatives Program (TAP): The CRC assisted Amelia County with the submission of a full TAP application to fund the construction of a sidewalk. Applications were due October 2, 2023.

Projects on Standby (work undertaken as developments warrant)

- HITT: CRC staff is working with Prince Edward County on a potential application to VDOT for access road funds.
- Nottoway County: CRC staff is working with Nottoway County to identify funding to assist with operational costs for the landfill.
- Better Days Farmville: CRC staff is working with Better Day Farmville, a local non-profit, to identify funding sources to purchase a new building for its operations.
- Town of Kenbridge: CRC staff is working with Lunenburg County and the Town of Kenbridge to identify funding sources to purchase a HVAC system for the Kenbridge Recreation Center.
- Town of Keysville: CRC staff is working with the Town of Keysville to identify funding sources for the construction of a pickle ball court and public parking lot.
- Community Resource Services: CRC staff is working with Community Resource Services, a local non-profit, to identify funding sources for the construction of a new food pantry that would serve Lunenburg County. CRC staff are looking into submitting a potential application to the Sentra Health grant program in the fall.
- 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.
- 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
VDACS, AFID Planning Grant	Open – Rolling Basis
DEQ, Litter Prevention and Recycling Fund	Open – June 17, 2024
DHCD, CBDG Grant	Open – June 12, 2024
DHCD, CBDG Planning Grant	Opens on June 15, 2024
DHCD, IRF	Due – June 1, 2024
VEDP, Site Remediation Grant	Fall 2024
VOF, Preservation Trust Fund	Summer 2024
VDF, Virginia Trees for Clean Water	Open - Rolling Basis
Charging and Fueling Infrastructure Grants	Summer 2024
<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.