



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

**Meeting Agenda**  
**Commonwealth Regional Council**  
**Wednesday, November 20th, 2024, 8:30 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 October 16<sup>th</sup>, 2024, Council Meeting, (pg 1)..... Council Members
- V. Treasurers' Report – July/Aug Financial Statements, (pg 8) ..... Treasurer Walker
- VI. Report of Officers, Committees & Executive Director
  - A. Chairman's Report.....Chairman
  - B. Executive Director's Monthly Activities Report, (pg 12) .....Exec Director
  - C. Executive Director – Conferences Attended in October 2024 (pg 13) ..... Exec Director
- 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 Pugh/MF
    - 2) Update on Buckingham County Comprehensive Plan (pg 16).....Christin Jackson/TH
    - 3) Update on Lunenburg County Comprehensive Plan Update, (pg 17).....Christin Jackson/TH
    - 4) Update on CRC Affordable Workforce Housing Development Program, (pg 18).....Lauren Pugh
    - 5) Update on Amelia County Comp Plan, (pg 19).....Lauren Pugh
    - 6) Update on Regional VATI Grant for Cumberland, Lunenburg & Prince Edward, (pg 20).Lauren Pugh
    - 7) Update on Drakes Branch Building Acquisition Project, (pg 21) .....Lauren Pugh
    - 8) Update on Longwood SEED Innovation Hub Project, (pg 24) .....Lauren Pugh
    - 9) Update on Creation of Virginia's Heartland Regional Economic Development Alliance (VHREDA), (pg 25).....Christin Jackson
    - 10) Update on Central Virginia Poultry Cooperative TRRC & AFID Grants, (pg 28).....Lauren Pugh/MF
    - 11) Update on Regional DHCD Broadband Affordability and Adoption Plan, (pg 29).....Christin Jackson/MF
    - 12) Charlotte Court House Lead Service Project, (pg 30).....Lauren Pugh
    - 13) Update on Town of Crewe Downtown Revitalization Planning Grant, (pg 31).....Lauren Pugh
    - 14) EDA Planning and Local Technical Assistance Program, (pg 32).....Lauren Pugh
    - 15) VDOT Rural Transportation Planning Program (pg 33).....Christin Jackson/TH
    - 16) SCRC, LDD Program (pg 34).....Christin Jackson/TH
    - 17) Council Member Comments
- IX. New Business.....Chairman
  - A. Staff Reports
    - 1) Update on Grant Writing, (pg 35).....Lauren Pugh/MF
    - 2) Council Member Comments
- X. Commonwealth Intergovernmental Review Process, (pg 38)
- XI. Other Business
- XII. Council Member Comments
- XIII. Adjourn – Next Meeting Date –Wednesday, December 18, 2024, at 8:30

**CRC Conference Room**

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

**Commonwealth Regional Council**

**CRC Conference Room  
Keysville, Virginia  
October 16, 2024**

**Welcome & Call to Order**

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

**Invocation and Introductions**

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

**ROLL CALL**

**MEMBER REPRESENTATIVES**

**PRESENT**

**ABSENT**

Amelia:

Dexter Jones

Mr. Dexter Jones  
(Vice-Chair)

\*Mr. David Felts

\*Mr. David Felts

Buckingham:

Mr. Paul Garrett

Mr. Paul Garrett

\*Mr. Karl Carter

\*Mr. Karl Carter

Charlotte:

Mr. Gary Walker

Mr. Gary Walker  
(Treasurer)

\*Mr. Walt Bailey

\*Mr. Walt Bailey

Cumberland:

Mr. John Newman

Mr. John Newman

\*Mr. Eurika Tyree

\*Mr. Eurika Tyree

Lunenburg:

Mr. Mike Hankins

Mr. Mike Hankins  
(Chairman)

Nottoway:

Mr. Dickie Ingram

\*Mr. Bill Collins

Mr. Dickie Ingram

\*Mr. Bill Collins

Prince Edward:

Mr. David Emert

Mr. David Emert  
(Secretary)

\*Dr. Odessa Pride

\*Dr. Odessa Pride

Non-Member Representatives:

SVCC:

\*\*Mr. Keith Harkins

\*\*Mr. Keith Harkins

Longwood University:

\*\*Ms. Sheri McGuire

\*\*Ms. Sheri McGuire

Hampden-Sydney College:

\*\*VACANT

\*\*VACANT

NOTE: \*Denotes Alternates

\*\*Denotes Non-Voting Member Attending

**Member County Administrators Present**

Mr. Steve Bowen, Nottoway County

Mr. Clarence Monday, Amelia County(V)

**STAFF**

Ms. Christin Jackson, Executive Director

Ms. Wendy Newton, Finance Director

Ms. Lauren Jones Pugh, Planning Director

Mr. Tyler Henderson, Regional Planner

Ms. Monica Frisby, Regional Planner

**GUESTS:**

Mr. Tony Matthews, Kenbridge Town Manager

Sara Crawford, Charlotte County Town Manager

Terry Ramsey, Charlotte County Council Member (V)

(V) Denotes attendees who participated virtually.

**Approval of Minutes of October 16, 2024, Council Meeting:**

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

**Treasurer's Report:**

**September:** Mr. Garrett stated he had reviewed the financial report and found everything to be in order. Mr. Walker moved, and Mr. Emert seconded to approve the Treasurer's Report as presented. Motion carried.

**Report of Officers, Committees & Executive Director:**

**Chairman's Report:** There were none.

**Executive Director Monthly Activities Report:** Ms. Jackson stated that a report was included in the Council packet. Ms. Jackson stated she met with Scott Davis, Town Manager of Farmville, with James Ghee to discuss a grant for Beulah Church. Ms. Jackson said she had an EDA Project Kick-off meeting with Lauren Stuhldreher (CEDS). Ms. Jackson stated she discussed grant opportunities with Brent Hood from Northside Gospel Church. Ms. Jackson stated she participated in a CPRG Steering Committee Meeting with Nicole Keller from Plan RVA and attended a kick-off meeting with Lauren Pugh, Clarence

Monday, and Ashley Gunn to discuss starting Amelia's Comp Plan. Ms. Jackson stated she collaborated with Drakes Branch Mayor Jackson on the DHCD Housing website for potential housing sites. Ms. Jackson stated she participated in a Transportation Focus Group for our region and participated in a debrief for the Raise 2024 grant that Melody assisted Prince Edward County with, but they did not get with Doug Stanley and Andrea Easton with DOT to learn what we need to do for the next round. Burkeville. Ms. Jackson stated she attended the Lunenburg, Victoria, Kenbridge Comp Plan meeting. Ms. Jackson also stated she had a prep meeting with Kimberly Mitchell about the eVA training that we held in our office, which had 17 participants. Ms. Jackson stated she worked with Greg Wolven of Burkeville to help him get their lead pipe survey submitted. Ms. Jackson stated she wrote a letter of support for Community Resource Services for a Sentara grant and read and gave suggestions on the grant for Donna Dagner. Ms. Jackson stated she invited Janice Parker to the CRC to discuss VRS Hybrid Retirement program with the team so they can better understand this benefit. Ms. Jackson also stated she created and revised a survey for the DHCD Broadband grant and had it translated into Spanish. Ms. Jackson stated she attended the South-Central Virginia Non-Profit Network meeting and presented information about the CRC at the Prince Edward County Board of Supervisors Meeting. Ms. Jackson shared a letter from VDEQ that she received about the Local and Regional Water Supply Planning Regulation. This letter states that localities within a regional planning area are required to submit a single, jointly developed regional water supply plan and requires that water supply plans identify water supply risks and purpose regional strategies to address the risks. Ms. Jackson stated the state has allocated minimal funds for this project and counties are primarily responsible for it. Ms. Jackson stated she would reach out to other planning districts and consultants for potential expertise in this area.

**Scoping the Future - Discussion of Innovative/Regional Ideas:** Potentially working together on the DEQ Water Supply Plan mentioned above. The Board asked Ms. Jackson to research with consultants how we can work with other regions on a joint plan.

**Old Business:**

**Staff Monthly Project Reports:**

**Update on Watershed Implementation Plan (WIP) Phase III:** Ms. Frisby stated that a report was included in the Council packet. Ms. Frisby stated she has been researching opportunities for the CRC to assist in documenting BMP activities in the region in the DEQ BMP warehouse. Ms. Frisby also stated she was attending the CRC Roundtable webinar series about the burden of data centers on our communities is numerous, including using land, water, and electricity for a system that runs 24/7. Ms. Frisby shared a flyer in the Council packet about Ways to Help Protect Our Communities. Mr. Frisby discussed the need for towns to manage leaves more effectively with the use of sweeping trucks and leaf collection trucks to prevent leaves from entering waterways.

**Update on Buckingham County Comprehensive Plan Update:** Mr. Henderson stated that a report was included in the Council packet. Mr. Henderson stated the CRC staff attended the Planning Commission Regular Meeting on September 16<sup>th</sup>. Mr. Henderson stated at this meeting the revised draft of the update to Section 5 (Land Use) and Section 6 (Special Policy Areas) were reviewed and the commission did not request any changes. Mr. Henderson said the next Planning Commission Work Session is scheduled for October 21<sup>st</sup>. At this meeting, the Commission will review Section 7 (Goals, Objectives, and Strategies).

**Update on Lunenburg County Comprehensive Plan Update:** Mr. Henderson stated that a report was included in the Council Packet. Mr. Henderson stated the CRC staff attended the Joint Comprehensive Plan Working Committee on October 3<sup>rd</sup>. Mr. Henderson stated at this meeting, the

revised draft of the Land Use Section, the revised draft of the Special Policy Areas section, and the initial draft of the Demographics section were presented. The Committee suggested multiple revisions for each section. Mr. Henderson stated the CRC staff, and the Joint Working Committee are scheduling a virtual meeting between the official work sessions to review the suggested revisions. Mr. Henderson stated the next work session is scheduled for November 7<sup>th</sup>.

**Update on CRC Affordable Workforce Housing Development Program:** Ms. Pugh stated that a report was included in the Council packet. Ms. Pugh said the land clearing for Ashley Way homes in Keysville has been completed and the foundation of one of the five homes has been done. Ms. Pugh stated all five homes have been completed at Cardinal Homes and are awaiting delivery. Ms. Pugh stated the family for the Cumberland County build with Southside Homes, is currently applying with USDA. Ms. Pugh stated the CRC was working with Smyth Properties on a Deed of Trust on both properties. Ms. Pugh stated the Town of Blackstone/Southside Outreach homes have been completed. Southside Outreach has closed on one of the homes and the last one is expected to close later this month.

**Amelia County Comprehensive Plan Update:** Ms. Pugh stated that a report was in the Council packet. Ms. Pugh stated the contract between the County and the CRC has been executed. Ms. Pugh stated the CRC staff held a kick-off meeting with County staff to discuss expectations, a tentative timeline, and set up a date/time for a kickoff meeting with the Planning Committee. Ms. Pugh stated the CRC staff developed a tentative timeline for the modified update, developed the draft list of possible distribution points for the survey, developed a flyer with QR code, developed a draft online survey, and reviewed the draft survey the planning committee developed. Ms. Pugh stated the kick-off meeting on October 15<sup>th</sup>, the Planning Committee reviewed the draft timeline and the draft survey instrument which was approved by the committee. The Planning Committee discussed distribution points and set a timeline for distribution points. The survey will go out October 28<sup>th</sup>-December 15<sup>th</sup>.

**Update on VATI Grant for Cumberland, Lunenburg, and Prince Edward:** Ms. Pugh stated that a report was included in the Council packet. Ms. Pugh stated that Kinex Telecom is officially a subsidiary of Planet Networks. Ms. Pugh stated the CRC staff met with County and Planet Network staff to discuss this transition. Ms. Pugh stated the CRC staff assembled a letter to DHCD acknowledging the transition. Ms. Pugh said that as of August 31st, 2024, 7,334 passings (out of a target of 11,397 total passings) and 1,516 installations for new customers have been completed. Ms. Pugh stated the Project Management Team meets monthly to discuss the project. The team includes local staff, CRC staff, Kinex staff, and DHCD staff. Ms. Pugh said the last meeting was on October 8<sup>th</sup> with Kinex, Lunenburg County, and DHCD staff.

**Update on Drakes Branch Building Acquisition Project:** Ms. Pugh stated that the report was included in the Council packet. Ms. Pugh stated the CRC staff has prepared and posted bid documents for lead and asbestos abatement work to eVA and the Farmville Herald. Ms. Pugh stated the Town (with CRC assistance) hosted a pre-bid conference on September 30<sup>th</sup> at the Drakes Branch Town Hall. Ms. Pugh said two contractors attended the pre-bid conference. Ms. Pugh stated the Bids closed yesterday, October 15<sup>th</sup> at 3pm. Ms. Pugh stated the Town held a public opening at the Town Hall and they had a total of four bids.

**Update on SEED Innovation Hub Project:** Ms. Pugh stated that a report was included in the Council packet. Ms. Pugh stated the CRC staff assembled and submitted documentation for another reimbursement request to the EDA. Ms. Pugh stated the CRC staff assembled and submitted the annual progress report to the Tobacco Commission. Ms. Pugh also stated the extension has been approved by the Tobacco Commission. Ms. Pugh stated that the CRC staff has prepared and submitted match

documentation to GO VA staff and awaiting purchase of the equipment to submit reimbursement costs.

**Update on CRC GO Virginia Grant – Development of Business Plan and Strategy for NEW**

**REDO:** Ms. Jackson stated that a report was included in the Council packet. Ms. Jackson stated CRC is still fronting the cost of the VHREDA Campaign which is \$100,071.76 currently. Ms. Jackson stated the CRC will be reimbursed when VHREDA is established. Ms. Jackson stated she met virtually with Raj Patel with Andy Brubaker about an investment in VHREDA. Ms. Jackson stated she met with Mary Jane Elkins to discuss consultant opportunities/ideas in fundraising. Ms. Jackson said she contacted and held virtual meetings with four consulting companies to discuss the option of running a job search for the new Executive Director. Ms. Jackson stated the cheapest quote was \$25,000.00. Ms. Jackson stated she posted the Executive Director job description on various platforms such as Indeed, VEC, NADO, and VEDP. Ms. Jackson stated she is also looking into the possibility of adding the VHREDA Executive Director to the CRC's VRS but noted that this would require further review.

**Update on Central Virginia Poultry Cooperative TRRC & AFID Grants:** Ms. Frisby stated that a report was included in the Council packet. Ms. Frisby stated that the CRC staff continues to work on assembling reimbursements for all grants.

**Update on Regional DHCD Broadband Affordability and Adoption Plan:** Ms. Frisby stated a report was included in the Council packet. Ms. Frisby stated the CRC is providing technical and administrative assistance to Prince Edward County to create a Regional Broadband Affordability and Adoption Plan. Ms. Frisby stated the DHCD has awarded Prince Edward County a grant to create a Broadband Affordability and Adoption Plan for Planning District 14. (Amelia, Buckingham, Charlotte, Cumberland, Lunenburg, Nottoway, and Prince Edward Counties). Ms. Frisby stated a kick-off meeting was held virtually September 23<sup>rd</sup> with twenty individuals in attendance from different localities and stakeholders. Ms. Frisby stated that Inventory of Barriers, Needs and Assets were discussed along with Milestones and Goals were covered for the duration of eight months we must complete this project. Ms. Frisby stated that the survey has been completed and translated to Spanish and a flier has also been created with QR codes for the survey. Ms. Frisby stated the next meeting was scheduled for October 21<sup>st</sup> and it will be held virtually. Ms. Frisby also stated the first Community Kick-Off Meeting was scheduled for October 28<sup>th</sup> at Mimmo's in Charlotte County.

**Update on Charlotte Court House Lead Service Project Update:** Ms. Pugh stated that a report was included in the Council packet. Ms. Pugh stated the RFP closed on July 31<sup>st</sup> and the town received one proposal from Samples' Monitoring Services. Ms. Pugh stated as required by VDH, CRC staff prepared the bid document checklist, required documents, and shared this checklist with VDH staff for approval of procurement. Ms. Pugh stated the Procurement method was approved by VDH staff and the Town has awarded the Contract to Samples' Monitoring Services. Ms. Pugh said the Town and the CRC staff are working with the contractor to finalize and execute the contract.

**Update on the Town of Crewe Downtown Revitalization Planning Grant:** Ms. Pugh stated that a report was included in the Council Packet. Ms. Pugh stated the Town hired Hill Studio, a consultancy firm based out of Roanoke, VA, to complete the study. Ms. Pugh stated Hill Studio has subcontracted some of the work to Arnett Muldrow & Associates, Ltd., a firm based out of Greenville, Soth Carolina. Ms. Pugh stated Arnett Muldrow & Associates has developed a zip code survey and potential distribution locations for the survey including local businesses and destinations. Ms. Pugh stated the survey will be out for about a week and will help with a market analysis for the study.

**Update on the EDA Planning and Local Technical Assistance Program:** Ms. Pugh stated that a report was included in the Council packet. Ms. Pugh stated the following activities have been completed

this quarter by CRC staff. CRC has completed some pre-planning activities to prepare for the CEDS update and the CRC staff is currently reviewing potential stakeholders for the EDA CEDS committee. Ms. Pugh stated the CRC has been attending weekly check-in meetings and corresponding with Convergent Non-Profit Solutions and scheduling virtual meetings for the new Board of Directors for the Regional Economic Development Organization (REDO). Ms. Pugh stated the CRC continues to provide grant writing services and corresponding, set up meetings, researching grant opportunities, and vetted potential grant applications. Ms. Pugh stated the CRC is assisting the Town of Crewe with the CBDG Planning Grant and providing Grant Administration Services to the Central Virginia Poultry Group (CVPG) for the Tobacco Commission and VDACS grant by submitting reimbursement requests, acting as the Applicant and Fiscal agent for these grants, and corresponding with CVPG and Grant Administration staff.

**Update on the VDOT Rural Transportation Planning Program:** Mr. Henderson stated that the report is included in the Council packet. Mr. Henderson stated the CRC has successfully submitted reimbursement requests and supporting documentation for Q3 and Q4. Mr. Henderson stated the preparation of reimbursement for Q1 is currently underway, with a planned submission by the end of October. Mr. Henderson stated the CRC staff attended a concept review meeting with VDOT and the Mayor of Keysville on October 1<sup>st</sup>. Mr. Henderson said during this meeting, VDOT presented and discussed the proposed concept for the Town of Keysville Ready, Set, Go! study. Mr. Henderson also stated the CRC staff are currently investigating a request from VDOT regarding updates to bicycle facilities in the region and potential roadway reconfigurations, including a possible project in Farmville. Mr. Henderson stated these discussions are still in the early stages.

**Update on the SCRC, LDD Program:** Mr. Henderson stated that the report is included in the Council packet. Mr. Henderson said the CRC remains actively engaged in providing grant writing and administration services to localities, supporting SCRC's mission to promote regional economic growth. Mr. Henderson stated the CRC is assisting Buckingham County with its Comprehensive Plan update and is on track with revisions. Mr. Henderson stated the CRC is also working with Lunenburg County, Kenbridge, and Victoria to complete their Joint Comprehensive Plan on an expedited schedule. Mr. Henderson stated the CRC is preparing the Q4 report and final reimbursement request for the SCRC fiscal year and the SCRC has confirmed that cooperative agreements for FY25 will be issued with funding backdated to October 1<sup>st</sup>, 2024.

### **New Business:**

#### **Staff Reports**

**Update on Grant Writing:** Ms. Frisby stated a copy of the grant writing report was included in the Council packet. Ms. Frisby congratulated the Keysville Volunteer Fire Department on being awarded \$30,000.00 from the Virginia State Firefighters Association's Dominion Fire Grant to purchase ladder belts and hoses. Ms. Frisby congratulated Drakes Branch Volunteer Fire Department on being awarded \$43,551.00 from CENTRA Health Community Grant Request. Ms. Frisby said the Grant will be used to purchase SCBA air packs, a thermal imaging camera, AED device, and LED scene light. Ms. Frisby congratulated Cumberland County on being awarded \$20,000.00 from the Tobacco Commission to partially fund the development of an Agricultural Economic Development Plan. Ms. Frisby also congratulated Amelia County on being awarded \$1,535,700 from the VDOT Transportation Alternatives Program (TAP) to fund the construction of the sidewalk. Ms. Frisby stated the Town of Victoria was approved for the VDOF Preservation Trust Fund Grant to upgrade the recreational area and bridge on Modest Creek Reservoir. This is Ms. Frisby's 1<sup>st</sup> Grant Award with the CRC. Mr. Hankins stated this grant was great for Economic Development. Ms. Frisby stated the CRC assisted the Town of Blackstone with the full application with DHR, VA250 to purchase decorative light poles, a monument sign, and curb and gutter. Ms. Frisby stated the CRC staff assisted Cumberland County with the AFID, Infrastructure



Planning Grant to fund the development of an Agricultural Economic Development Plan.

**Closed Session:** N/A

**Council Member Comments:** Mr. Walker asked to change the time to 8:30 am for the November 20<sup>th</sup> board meeting. All members agreed to the change. Ms. Jackson stated she had spoken with Dr. Maria Almond, the VDH Piedmont Health District Director. Dr. Almond suggested a regional approach to utilizing opioid abatement funds in the local communities. Ms. Jackson stated she would coordinate efforts and combine county funds if needed.

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

**Other Business:**

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

**Adjournment, Next Meeting:** The meeting adjourned at 10:01 a.m. The next meeting was set for Wednesday, November 20th, at the CRC's office at the Heartland Building in Keysville, Virginia.

---

Mr. David Emert, Secretary



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

**For the Period of October 1, 2024 thru Octoberber 31, 2024**

<u>Cash on Hand</u>	<u>Period Ending</u>
Total Income	\$ 884,575.45
Total Expenses	\$ 961,837.46
Net Balance	\$ -77,262.01
Cash on Hand	\$ 931,178.26

**Account Balances as of October 31, 2024**

**CRC Accounts**

Truist 4425 (M1)	\$ 585,025.25
Truist 4301 (PR)	\$ 8,739.17
Truist 1827 (Oprtg)	\$ 29,946.90
Benchmark (M2)	\$ 237,316.08
Benchmark (CD1)	\$ 55,101.56
Benchmark (CD2)	\$ <u>15,049.30</u>
	\$ 931,178.26

Truist 7840 (VHREDA) \$ 125,085.74

Prepared by: Wendy Newton, November 12, 2024

**\*\*Note:** Items 47040, 47060, 47070, 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.

\*47040 VHREDA Investment Funds - \$159,904.00 - Still waiting on Buckingham and Lunenburg FY25 Funds

\*47060/70045 VH PDC Housing Program Funds -

\*47070/79036 VATI Regional Broadband Grant 763,235.85

\*47081/79047 CVPC AFID PG - Local Match - \$106,510.34

# COMMONWEALTH REGIONAL COUNCIL

Budget vs. Actuals: FY\_2024\_2025 - FY25 P&L

October 2024

	TOTAL	
	ACTUAL	BUDGET
Income		
40000 Revenue		
43000 Local Member Investment		
43010 Amelia Local Member Investment		1,583.33
43020 Buckingham Local Member Investment		1,583.33
43030 Charlotte Local Member Investment		1,583.33
43040 Cumberland Local Member Investment		1,583.33
43050 Prince Ed Local Member Investment		1,583.33
43060 Lunenburg Local Member Investment		1,583.33
43095 Nottoway Local Member Investment		1,583.33
<b>Total 43000 Local Member Investment</b>		<b>11,083.31</b>
<b>Total 40000 Revenue</b>		<b>11,083.31</b>
44000 VA Regional Cooperation		9,580.92
45000 Project Funding		
45880 CRC Regional Haz Mit Plan Updat		131.00
45955 PDC Housing Program		1,666.67
45985 VATI Regional Broadband Grant		1,758.33
45993 VATI Audit funds		333.33
45995 Drakes Branch VDEM Grant Admin		2,494.08
45996 Buckingham Comp Plan Update 23		2,083.33
45997 Lunenburg Comp Plan Update 24		2,083.33
45999 Longwood SEED Inn Hub Admin		1,993.50
46083 Drakes Branch Comp Plan Update		1,333.33
46084 CRC REDO Oversight & Fiscal Management		2,000.00
46085 CCH VDH Lead Service Line Admin		833.33
46086 Crewe PG CRC Admin		416.67
46087 SHSP Farmville Camera Admin		75.00
46088 VHREDA Private Campaign Costs Reimbursement		16,500.00
<b>Total 45000 Project Funding</b>		<b>33,701.90</b>
46000 Other Funding		
46005 DEQ 2021 CRC WIP II Assistance		4,833.33
46010 VDOT-Transport Planning		4,833.33
46040 Interest Income		66.67
46081 EDA Technical Assistance Fund		5,833.33
46082 SCRC LDD FUnDs	9,929.26	2,750.00
<b>Total 46000 Other Funding</b>	<b>9,929.26</b>	<b>18,316.66</b>
47000 Pass Thru Funds		
47040 VHREDA Investment	5,000.00	
47070 VATI Broadband	763,235.85 ✓	
47081 CVPC AFID PG	106,510.34 ✓	
<b>Total 47000 Pass Thru Funds</b>	<b>874,746.19</b>	
<b>Total Income</b>	<b>\$884,675.45</b>	<b>\$72,682.79</b>

# COMMONWEALTH REGIONAL COUNCIL

Budget vs. Actuals: FY\_2024\_2025 - FY25 P&L

October 2024

	TOTAL	
	ACTUAL	BUDGET
GROSS PROFIT	\$884,675.45	\$72,682.79
Expenses		
71000 Personnel Costs		
71010 Salary Distribution	39,634.62	28,625.00
71040 Payroll Expenses (SS/FICA)	3,032.05	2,189.92
71150 Unemployment Ins.		11.00
71200 VRS Contribution	367.94	5,830.92
71350 Staff Train/Conference	423.36	1,291.67
71400 Workmens Comp Ins		41.67
71500 Group Health Insurance	5,666.50	2,916.67
71600 Life Insurance	45.30	22.92
71700 Other Staff Costs		151.17
71750 Employee Cell Phone Stipend	250.00	250.00
<b>Total 71000 Personnel Costs</b>	<b>49,419.77</b>	<b>41,330.94</b>
720.00 Bank Charges/Fees	4.00	
72000 Office Operations		
72005 Cleaning & Maint.-Bldg	400.00	416.67
72010 Lease Costs	1,200.00	1,200.00
72015 Utilities	577.07	350.00
72020 Telephone/Internet Costs	281.63	280.00
72030 Postage and Freight	200.00	100.00
72035 Express Mail		8.33
72040 Consumable Supplies	187.93	750.00
72050 Dues and Subscriptions		26.67
72060 Office Insurance		8.33
72070 Administrative Costs	40.00	1,750.00
72080 Office Costs - Other		250.00
<b>Total 72000 Office Operations</b>	<b>2,886.63</b>	<b>5,140.00</b>
73000 Office Equipment		
73010 Office Equipment		269.17
73030 Equipment Maintenance	488.80	891.67
73040 Equipment Repair		166.67
73050 Equipment - Other	173.75	358.33
<b>Total 73000 Office Equipment</b>	<b>662.55</b>	<b>1,685.84</b>
74000 Auto/Staff Travel		
74020 Staff Mileage	56.95	500.00
<b>Total 74000 Auto/Staff Travel</b>	<b>56.95</b>	<b>500.00</b>
75000 Meetings/Memberships		
75010 Council Meetings	128.54	468.33
75020 Committee Meetings		25.00
75030 Staff Meetings		33.33
75040 Council Memberships		350.00

# COMMONWEALTH REGIONAL COUNCIL

Budget vs. Actuals: FY\_2024\_2025 - FY25 P&L

October 2024

	TOTAL	
	ACTUAL	BUDGET
75050 Other Meeting Costs	37.94	16.67
75060 Public Official Insurance Cov.		150.00
<b>Total 75000 Meetings/Memberships</b>	<b>166.48</b>	<b>1,043.33</b>
77000 Collateral Materials		216.67
77010 Web Page Costs		216.67
<b>Total 77000 Collateral Materials</b>		<b>216.67</b>
78000 Local Relations		12.50
78010 Newsletter/Annual Report		250.00
78030 Other		262.50
<b>Total 78000 Local Relations</b>		<b>262.50</b>
79000 Pass Thru Fund Expenses		
79036 VATI Broadband	763,881.82 ✓	
79047 CVPC AFID PG	100,510.34 ✓	
79048 VHREDA	42,293.00	
<b>Total 79000 Pass Thru Fund Expenses</b>	<b>906,685.16</b>	
90000 Other Program Costs		18,166.67
90010 Planning Project Costs	1,955.92	416.67
90011 EDA Other Costs		416.67
90100 Contingency Costs	0.00	
90101 New REDO Costs	1,955.92	18,583.34
<b>Total 90000 Other Program Costs</b>	<b>1,955.92</b>	<b>18,583.34</b>
<b>Total Expenses</b>	<b>\$961,837.46</b>	<b>\$68,762.62</b>
<b>NET OPERATING INCOME</b>	<b>\$ -77,162.01</b>	<b>\$3,920.17</b>
<b>NET INCOME</b>	<b>\$ -77,162.01</b>	<b>\$3,920.17</b>



IN PARTNERSHIP WITH

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

**Memorandum**

**TO:** CRC Board of Directors

**FROM:** Christin Jackson  
Executive Director

**DATE:** November 20, 2024

**SUBJECT:** Update (October 9<sup>th</sup>, 2024 – November 12<sup>th</sup>, 2024)

- Met with Bryan David from GOVA to learn more about GOVA and how we can potentially work with that organization.
- Arranged and had a meeting with a VRS representative to help staff better understand their benefits.
- Reached out to DEQ to learn more about the Water Supply Plan.
- Met with members of the VDH on the opioid abatement authority funds to discuss combining areas that do not have a plan to use theirs and come up with one larger more regional project.
- Prepared Agenda for DHCD Broadband Affordability and Adoption Plan Project Management.
- Attended Amelia Comp Plan virtually with Lauren Pugh, Clarence Monday, Ashley Gunn, and Team.
- Delivered flyers for DHCD Broadband to Keysville and Charlotte Court House.
- Participated in a NADO training on Indirect Cost recovery.
- Reached out to the Berkley Group, TRC, and Timmons Group about the Water Supply Plan.
- Attended NADO Conference from October 21-24<sup>th</sup>. Outstanding items on attached report.
- Talked to Drew Williams from the Berkley Group about Water Supply Plan, he suggested talk to Deborah Gosney.
- Talked to Charlie Krey with the TRC about the Water Supply Plan. He said that he was going to research it a little more and get back to me. I am still waiting on his reply.
- Gave presentation at our first Community Meeting of the DHCD Broadband Regional Plan in Charlotte County. We had about 12 participants and great conversation.
- Gave presentation at the Community Meeting of the DHCD Broadband Regional Plan in Lunenburg and Prince Edward Counties.
- Talked to Deborah Gosney's staff, Andy Wells on Water Supply Plan. They are not ready to commit to working with any other area until they know more about the funding that may be available.
- Worked on staff 90 day evaluations (from my new position) and gave them to all staff.
- Set up a meeting with Natosha from Securian about the life insurance portion of the VRS benefits. The staff and I will meet with her in December.
- Worked with Wendy on VACorp Workers' Comp Audit and got it submitted.
- Met with Julie Brown from GOVA and the Vice President of the US Chamber of Commerce on the Talent Pathways Initiative.
- Attended the Charlotte County CTE Committee meeting and delivered 1700 flyers for DHCD Broadband to be sent home with students.
- Laruren and I watched a demonstration of Placer.ai. It would be great for VHREDA and helpful with Comp Plans.
- Met with VDOT to establish what they were looking for in a comprehensive plan.
- Printed and delivered 1300 flyers to Cumberland County to go home with students on the DHCD Regional Plan.
- Participated in the VA Flood Protection Master Plan work session webinar..
- Purchased a week's subscription to GrantWatch to try out.
- Participated in the VAPDC Board Meeting.
- Emailed Ken Copeland about sitting on the CRC Board to represent HSC.

**COMMONWEALTH REGIONAL  
COUNCIL**  
200 Heartland Road  
Keysville, VA 23947 | 434.392.6104





IN PARTNERSHIP WITH

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

**MEMORANDUM:**

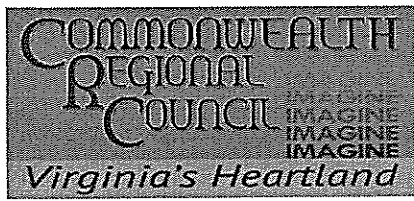
TO: CRC Member Localities, Longwood University, and Southside VA Community College  
FROM: Christin Jackson, Executive Director  
SUBJECT: Status Report – Conferences Attended in October 2024  
DATE: November 20th, 2024

**NADO ATC – October 21<sup>st</sup> – 24<sup>th</sup>**

- The Lauren Pugh and the Christin Jackson attended the NADO (National Association of Development Organizations) Annual Training Conference in New Orleans, LA.
- Staff attended a mobile workshop to learn about the redevelopment of Brownfield sites, funding streams used to revitalize these buildings, and the importance of public-private partnerships.
- Staff also attended a mobile workshop on the Lafitte Greenway, a 2.6-mile-long linear park and multi-use trail in the heart of New Orleans, that features recreational facilities, fitness and cultural programming.
- Staff also attended sections on the importance of climate resiliency plans, learned about new software to assist with Planning activities, planning tips for CEDS development, programs for the aging, financial reporting, and learned about new funding streams for projects.
- Staff also listened to an excellent speaker, Melody Warnick, on how people can love where they live. She would be excellent to bring here to help us do little things in our communities to help everyone want to stay. She is from Blacksburg, VA.

**Governor's Summit on Rural Prosperity – October 29<sup>th</sup> – 30<sup>th</sup>**

- Monica Frisby attended the Governor's Summit on Rural Prosperity in Wytheville, VA.
- Staff attended a downtown walking tour to learn about Wytheville's Downtown Streetscape Improvement project.
- Staff learned about required pre-planning activities, funding streams, and creative ways to reinvent underutilized spaces within a rural downtown.
- Staff also attended conference sections about Rural Virginia Opportunity dashboard that will be available 2025 that will bring together clear, Data-Driven Insights and Opportunities, Accessible Funding Opportunities along with Rural Strengths and Assets with downloadable reports of trending data for counties and city level reporting



IN PARTNERSHIP WITH

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

## Scoping the Future List of Innovative/Regional Ideas

### Ideas Previously Discussed:

- Creation of New Regional Economic Development Initiative – Currently Working on VHREDA
- Building Entrepreneurial Economies (BEE) Grant Program through DHCD
- 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 – Currently working on VATI and will all counties through the DHCD Broadband Affordability and Adoption Planning grant.
- Expand Health Care Providers in the Region as well as Cancer Treatment Facilities
- Aging Plan for the Region (grants to develop)
- High Bridge Trail State Park Expansion to Burkeville
- Work with other counties on the upcoming Water Supply Plan

### New Ideas:

- \_\_\_\_\_
- \_\_\_\_\_

Note: Items stricken through have been addressed or pursued.





IN PARTNERSHIP WITH

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

**MEMORANDUM:**

**TO:** CRC Council Members  
**FROM:** Monica H. Frisby, Regional Planner  
**DATE:** November 12, 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 and sending out grant opportunities to localities
  - Research opportunities for the CRC to assist in documenting BMP activities in the region in the DEQ BMP warehouse.
  - Attending CRC Roundtable webinar series on October 16<sup>th</sup> the burden of data centers on our communities are numerous, including using land, water, and electricity for a system that runs 24/7. What do the demands of data centers mean for the Chesapeake Bay watershed, and how can we balance impacts with demand?
  - CRC staff collaborated with Nottoway County Extension Agents Terry Abston, Lyle Currin, and Richard Rash (agriculture teacher at Nottoway High School) to integrate the Rain Barrel Program into the high school's agriculture curriculum. The sessions, which were held included stormwater education, a Canva workshop for flyer creation, and a Rain Barrel workshop, were scheduled for October 17<sup>th</sup> and 31<sup>st</sup>. These sessions focused on both the educational aspects of stormwater management along with the hands-on construction of rain barrels. A total of 20 students from Nottoway County High School participated.

COMMONWEALTH REGIONAL COUNCIL  
200 Heartland Road  
Keysville, VA 23947 | 434.392.6104 PHONE  
[www.virginiashheartland.org](http://www.virginiashheartland.org)



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

## **MEMORANDUM**

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

**FROM:** Tyler Henderson  
Regional Planner

**DATE:** November 12, 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 May:

- CRC staff attended the Planning Commission Regular Meeting on October 21st. At this meeting, the update to Section 7 (Goals, Objectives, and Strategies) was reviewed. Minor revisions were suggested.
- The next Planning Commission Work Session is scheduled for November 18th. At that meeting, the Commission will review the revised draft of Section 7 (Goals, Objectives, and Strategies).

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

cc: Christin Jackson, Executive Director, CRC  
Nicci Edmonston, Zoning/Planning Administrator, Buckingham County

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



## **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:** November 12, 2024

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

The Commonwealth Regional Council (CRC) is assisting Lunenburg County, Victoria, and Kenbridge on an update to 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:

- CRC staff attended the Joint Comprehensive Plan Working Committee work session on November 6th. At this meeting, the revised draft of the Demographics section and the initial draft of the Goals, Objectives, and Strategies section were presented. Multiple revisions were suggested for each section. CRC and the Joint Working Committee will hold a virtual meeting on November 25<sup>th</sup> to review the suggested revisions.
- The next Joint Comprehensive Plan Working Committee work session is scheduled for 4:00 pm on December 5th at the Victoria Town Hall. At this meeting, CRC staff will present the Community Resources and Transportation sections.

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

cc: Christin Jackson, Executive Director, CRC





IN PARTNERSHIP WITH

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

MEMORANDUM:

TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

SUBJECT: CRC Affordable Workforce Housing Development Program

DATE: November 11, 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 six (6) homes in Blackstone for home ownership. Through these partners the CRC has been able to establish 25 affordable housing units.

**Update:**

- Piedmont Habitat:
  - Ashley Way homes in Keysville – All five sites have been cleared. The foundation for three of the five homes has been completed. The homes have been completed at Cardinal Homes and are awaiting delivery.
  - Cumberland- The family has submitted their application to the USDA for loan approval. Piedmont Habitat expects to hear back within the next two weeks. Once approved, Piedmont Habitat will order the home from Cardinal Homes and begin site work.
- Smyth Properties – All seven housing units are complete, and all seven units are occupied. CRC staff has assembled, signed, and mailed the finalized Deed of Trust to Smyth Properties. We are awaiting the final signature.
- Town of Blackstone/ Southside Outreach –The homes on S. Dillard Street and E. Broad Street have been completed. Southside Outreach has closed on both homes. Southside Outreach plans to bid out the next three homes for construction contractors in December.

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



## **MEMORANDUM**

**TO:** Clarence Monday, Interim County Administrator  
Members of the Amelia County Board of Supervisors

**FROM:** Lauren J. Pugh  
Planning Director

**DATE:** November 11, 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 assist the County with developing and distributing a survey instrument, update the transportation section to VDOT standards, update the agricultural section data, GIS mapping services, and finalize/ refresh the Comprehensive 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 held a kick-off meeting with the Planning Committee on October 15<sup>th</sup>. At this meeting, CRC staff reviewed the draft timeline, the draft survey instrument, discussed distribution points, and set a timeline for distribution.
- CRC staff set up and attended a meeting with County staff to discuss the distribution of surveys. CRC and County staff worked to distribute the survey flyers across the County.
- The survey opened on October 28<sup>th</sup> and will close on December 15<sup>th</sup>. As of November 11<sup>th</sup>, we have received 50 responses to the survey.
- The next planning committee meeting will be held on November 14<sup>th</sup>. At this meeting, CRC staff will review the data revisions on the Agricultural section, the VDOT checklist for the Transportation section, the draft section coversheet and title page for the plan, and the provide an update on the surveys.

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



## **MEMORANDUM**

**TO:** CRC Council Members

**FROM:** Lauren J. Pugh  
Planning Director

**DATE:** November 11, 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 Planet Networks (previously Kinex Telecom), an internet service provider (ISP). Planet Networks acquired Kinex Telecom and will continue to work with the ISP to finish this project.

### **Update:**

- Planet Networks is currently working with contractor crews to fix damage across all three counties. Mr. Boyle (CEO of Planet Networks) advised that he is focusing on repairing the damage created by these crews prior to building out new areas.
- Kinex crews are working in parts of all three counties where middle-mile fiber is in place to complete installations for new customers.
- CRC staff assembled and submitted Reimbursement # 39 for the ISP.
- As of October 31, 2024, a total of 7,334 passings (out of a target of 11,397 total passings) and 1,555 installs for new customers have been completed. 36 total installs were completed last month.
- 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 December 13, 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. CRC, Lunenburg, Kinex, and DHCD staff completed a site visit in Lunenburg County on October 8<sup>th</sup>.

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

cc: Christin Jackson, Executive Director, CRC





## **MEMORANDUM**

**TO:** CRC Council Members

**FROM:** Lauren J. Pugh  
Planning Director

**DATE:** November 11, 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:**

#### **Asbestos Abatement Activities:**

CRC staff has prepared and posted bid documents for asbestos abatement work to eVA and the Farmville Herald. The Town (with CRC assistance) hosted a pre-bid conference on September 30<sup>th</sup> at 10am at the Drakes Branch Town Hall. Two contractors attended the pre-bid conference. The Bids closed on October 15<sup>th</sup> at 3pm. The CRC assisted the Town in hosting a public bid opening at Town hall. CRC staff reviewed the bid documents and developed a bid tabulation of the results. After the review, the lowest bidder, A&A Environmental, was awarded the bid. CRC staff worked with Town staff to develop a contract for the awardee. The contract has been reviewed and executed by both parties. The CRC is assembling a notice to proceed to the contract. The Contractor is working to issue a 20 day notice with proper regulatory agencies prior to beginning asbestos abatement at these properties. The contractor hopes to begin asbestos abatement prior to the end of the year.

#### **Lead Abatement Activities:**

CRC staff held a meeting with Hurt & Proffitt (one of our on-call consultants) to discuss lead TCLP testing of the participating properties and asbestos abatement clearance services. TCLP testing will be performed by Hurt & Proffitt to ensure proper disposal of lead within the participating buildings. This will be completed prior to demolition of the buildings. Hurt & Proffitt will also provide asbestos abatement clearance services after the asbestos has been properly disposed of.

- 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.
  - Since the Town owns these buildings, the Town staff is working with VDEM staff and their attorney to develop the appropriate Deed language to be reimbursed for the cost of this building.
  - 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.
- 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 has been completed. CRC staff has submitted a reimbursement request for this sale to VDEM.
  - 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.
- Buildings 5 and 6: Privately owned, adjoining buildings, same owner
  - Appraisals completed.
  - Title searches completed.
  - The Town is working with the owner and the Town's attorney to purchase this building.
  - 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 lead and asbestos have been identified.
- 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. Staff from TACS conducted a tax auction on the property on June 17<sup>th</sup>. The Town was outbid on the property; therefore, we are unsure if this building will participate in this project.
  - 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 asbestos have been identified.
- 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 asbestos have been identified.



- 1 - 4790 Drakes Main Street
- 2 - 4800 Drakes Main Street
- 3 - 4818 Drakes Main Street, connected to Bldg 2
- 4 - 4830 Drakes Main Street
- 5 - 4860 Drakes Main Street
- 6 - Harold Street, connected to Bldg. 5
- 7 - 4870 Drakes Main Street
- 8 - 4880/4884 Drakes Main Street
- 9 - 4881 Drakes Main Street

Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus  
DS, USDA, USDA, AeroGRID, IGN, and the GIS User Community





IN PARTNERSHIP WITH

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

TO: Commonwealth Regional Council

FROM: Lauren J. Pugh, Planning Director

SUBJECT: SEED Innovation Hub Project Update

DATE: November 11, 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:** Construction on the project is continuing.

EDA funds- The CRC staff assembled and submitted documentation for another reimbursement request, quarterly report, and semi-annual financial report to the EDA.

Tobacco Commission Funds- CRC staff are working on assembling and submitting a reimbursement request to the TRRC.

GO Virginia Funds – Awaiting purchase of the equipment to submit reimbursement costs. CRC staff are preparing and submitting additional match documentation to GO Virginia staff.

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



## IN PARTNERSHIP WITH

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

### **MEMORANDUM:**

TO: CRC Member Localities & Longwood University  
FROM: Christin Jackson, Executive Director  
SUBJECT: Status Report - Creation of Virginia's Heartland Regional Economic Development Alliance (VHREDA)  
DATE: November 20, 2024 (for dates from September 12<sup>th</sup> – October 8<sup>th</sup>)

**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 with 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 46088 New REDO costs* is keeping an accounting of the costs. We terminated Convergent's services on October 11<sup>th</sup>, after paying them for October, however, they returned the October check, so the final amount owed back to CRC is \$88,571.76. as per attached spreadsheet from QB.
- Christin talked to the VHREDA Board members about the concern of the expense that was adding up for the Private Investment side with not much return for that investment. The group decided to end the contract with Convergent effective as soon as possible.
- Christin created a termination letter and sent it to the leaders of Convergent (Paul Santiago and Andy Coe and copied Andy Brubaker).
- Made the suggestions to the Executive Director Job Description and sent it out to the Board Members to share, put it on the CRC website, Indeed, NADO, VEC, and GOVA. Doug Stanley also put it on VACO (VA Ass. Of Counties) and VML (VA Municipal League).
- Had regular weekly meetings with Andy Brubaker to discuss any private investment opportunities.
- Created a proxy so that Doug Stanley could vote on VHREDA's behalf in the upcoming VACorp meeting.
- Had a meeting with Andy Coe and Paul Santiago from Convergent to give feedback and discussion on the termination notice.
- Talked with Shannon Feinman about SVCC putting the new Executive Director on their payroll and benefits plans.
- Talked with Sheri McGuire about Longwood University putting the new Executive Director on their payroll and benefits plans.
- Reached out to VRS about how we can add the new Executive Director under our umbrella, but I have not heard back from them yet.
- Printed Reviewed and sent out resumes received for Executive Director Candidates.
- Talked to Chip Jones about in-kind for VHREDA, he was more than happy to offer meeting space.
- Sheri McGuire and Christin had another good conversation about the Executive Director being on Longwood's payroll and she said that it was going up their ladder.
- Received closing documents from Andy Brubaker for VHREDA's Private Investment Campaign.
- We decided to let VHREDA pay the final \$35,000 to Convergent and the lawyer's fees for filing the 501c3.

### **Establishing VHREDA as a 501c3**

- The CRC has authorized staff to collaborate with an attorney to set up VHREDA as a 501c3 with a cap of \$8,000 in expense. We have the State Corporation Commission Letter, the EIN number, and a checking account set up for the new organization at Truist Bank.
- Elder, Watkins, Friedman, & Allen, P.C. is continuing to assist the CRC with the process for obtaining 501c3 status for VHREDA. We paid the bill from Elder and Watkins of \$7,293.00 out of the VHREDA Account.

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



# COMMONWEALTH REGIONAL COUNCIL

## VHREDA Transaction Report

June 2023 - November 2024

Pass Thru Fund Expenses							Amount	
Date	Transaction Type	Num	Name	Memo/Description	Account	Split		
06/22/2023	Check	2164	Creative Economic Dev. Consulting, LLC		79046 Pass Thru Fund Expenses: CRC REDO	111.0 Trust-#0000255481827-OpHg	8,499.73	
07/06/2023	Check	2182	Timmons Group	CRC REDO Consultant Expense	79046 Pass Thru Fund Expenses: CRC REDO	111.0 Trust-#0000255481827-OpHg	4,950.00	
07/06/2023	Check	2181	Mangum Economics	CRC REDO Consultant Expense	79046 Pass Thru Fund Expenses: CRC REDO	111.0 Trust-#0000255481827-OpHg	11,000.00	
08/03/2023	Check	2207	Timmons Group		79046 Pass Thru Fund Expenses: CRC REDO	111.0 Trust-#0000255481827-OpHg	6,050.00	
08/03/2023	Check	2206	Creative Economic Dev. Consulting, LLC		79046 Pass Thru Fund Expenses: CRC REDO	111.0 Trust-#0000255481827-OpHg	9,010.00	
09/14/2023	Check	2247	Creative Economic Dev. Consulting, LLC		79046 Pass Thru Fund Expenses: CRC REDO	111.0 Trust-#0000255481827-OpHg	12,982.20	
09/28/2023	Check	2257	Convergent Nonprofit Solutions, LLC		79046 Pass Thru Fund Expenses: CRC REDO	111.0 Trust-#0000255481827-OpHg	13,000.00	
10/12/2023	Check	2264	Creative Economic Dev. Consulting, LLC		79046 Pass Thru Fund Expenses: CRC REDO	111.0 Trust-#0000255481827-OpHg	9,544.73	
12/07/2023	Check	2323	Michael Shannon Whipples	CRC REDO Pass Through Expense	79046 Pass Thru Fund Expenses: CRC REDO	111.0 Trust-#0000255481827-OpHg	0.00	
12/07/2023	Check	2324	Convergent Nonprofit Solutions, LLC	CRC REDO Pass Through Expense	79046 Pass Thru Fund Expenses: CRC REDO	111.0 Trust-#0000255481827-OpHg	13,000.00	
01/04/2024	Check	2341	Andy Coe		79046 Pass Thru Fund Expenses: CRC REDO	111.0 Trust-#0000255481827-OpHg	355.70	
01/04/2024	Check	2340	Creative Economic Dev. Consulting, LLC		79046 Pass Thru Fund Expenses: CRC REDO	111.0 Trust-#0000255481827-OpHg	3,381.04	
01/18/2024	Check	2356	Michael Shannon Whipples	CRC REDO Pass Through Expense	79046 Pass Thru Fund Expenses: CRC REDO	111.0 Trust-#0000255481827-OpHg	1,925.85	
Total for CRC REDO							\$ 93,699.25	
Total for Pass Thru Fund Expenses							\$ 93,699.25	
TOTAL							\$ 93,699.25	
Other Program Costs								
New REDO Costs								
6/28/2024	Transfer		Start up cash to open checking account from CRC				100.00	
7/15/2024	Transfer		Cash from CRC to cover the purchase of checks				200.00	
03/14/2024	Check	2396	Convergent Nonprofit Solutions, LLC		90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	11,500.00	
04/11/2024	Check	2422	Convergent Nonprofit Solutions, LLC		90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	11,500.00	
05/09/2024	Check	2444	Convergent Nonprofit Solutions, LLC		90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	11,500.00	
05/23/2024	Check	2467	Daniel A. Brubaker	Travel/Meals related to Convergent Nonprofit Solutions	90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	1,206.45	
06/06/2024	Check	2479	Paul Santiago		90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	1,141.19	
06/06/2024	Check	2480	Daniel A. Brubaker	Travel/Meals related to Convergent Nonprofit Solutions	90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	1,869.19	
06/06/2024	Check	2476	Convergent Nonprofit Solutions, LLC		90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	11,500.00	
07/03/2024	Check	2500	Convergent Nonprofit Solutions, LLC		90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	11,500.00	
08/15/2024	Check	2555	Christin Jackson		90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	123.41	
08/15/2024	Check	2548	Convergent Nonprofit Solutions, LLC		90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	11,500.00	
08/29/2024	Check		Truist Bank	Cruise-in Cafe - VHREDA	90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	35.76	
08/29/2024	Check		Truist Bank	Magnolia Bar & Grill - VHREDA	90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	37.14	
08/29/2024	ACH		VACORP	VHREDA Insurance	90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	932.00	
08/29/2024	Check	2564		Travel/Meals related to Convergent Nonprofit Solutions - VHREDA	90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg		
08/29/2024	Check	2563	Daniel A. Brubaker	Invoice 4292	90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	2,726.62	
09/12/2024	Check	2572	Convergent Nonprofit Solutions, LLC	Invoice 4292	90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	11,500.00	
10/10/2024	Check	2583	Convergent Nonprofit Solutions, LLC	Invoice 4310	90101 Other Program Costs: New REDO Costs	111.0 Trust-#0000255481827-OpHg	0.00	
Total for New REDO Costs							\$ 88,871.76	
TOTAL							\$ 88,871.76	
Total owed to CRC							\$ 88,871.76	

COMMONWEALTH REGIONAL COUNCIL  
Transaction Report  
July 1, 2024 - November 12, 2024

	Date	Transaction Type	Num	Name	Memo/Description	Account	Split	Amount
Pass Thru Funds								
VHREDA Investment								
	6/28/2024	Transfer		From CRC	To open checking account			100.00
	7/15/2024	Transfer		From CRC	To cover cost of new checks			200.00
	09/10/2024	Deposit		Letterpress Communications LLC	VHREDA Private Investment Commitment	47040 Pass Thru Funds VHREDA Investment	112.00 Trust#1470019417840 Ckg - VHREDA	2,500.00
	09/17/2024	Deposit		Notoway County	Notoway - VHREDA - Public Investment FY25	47040 Pass Thru Funds VHREDA Investment	112.00 Trust#1470019417840 Ckg - VHREDA	38,888.00
	09/17/2024	Deposit		Charlotte County	Charlotte - VHREDA - Public Investment FY25	47040 Pass Thru Funds VHREDA Investment	112.00 Trust#1470019417840 Ckg - VHREDA	28,688.00
	09/17/2024	Deposit		Cumberland County	Cumberland - VHREDA - Public Investment FY25	47040 Pass Thru Funds VHREDA Investment	112.00 Trust#1470019417840 Ckg - VHREDA	25,000.00
	09/26/2024	Deposit		Prince Edward County	Prince Edward - VHREDA Public Investment FY25	47040 Pass Thru Funds VHREDA Investment	112.00 Trust#1470019417840 Ckg - VHREDA	54,818.00
	09/30/2024	Deposit		Benchmark Community Bank	Private Investment Commitment FY25	47040 Pass Thru Funds VHREDA Investment	112.00 Trust#1470019417840 Ckg - VHREDA	5,000.00
	10/22/2024	Deposit		Dominion Energy	Dominion Energy FY25 Private Investment	47040 Pass Thru Funds VHREDA Investment	112.00 Trust#1470019417840 Ckg - VHREDA	5,000.00
Total for VHREDA Investment								\$ 160,204.00
Total for Pass Thru Funds								\$ 160,204.00
TOTAL								\$ 160,204.00
Pass Thru Fund Expenses								
VHREDA								
	7/19/2024	W/D		Business Products - Deluxe	New Checks, deposit slips, and stamp			-118.26
	10/17/2024	Check	1001	Convergent Nonprofit Solutions, LLC	Invoice 4328 - Deferred Fees	79048 Pass Thru Fund Expenses VHREDA	112.00 Trust#1470019417840 Ckg - VHREDA	-35,000.00
	10/24/2024	Check	1002	Elder, Watkins, Friedman & Allen, P.C.	Attorney Fees -501c3 - Establishing VHREDA	79048 Pass Thru Fund Expenses VHREDA	112.00 Trust#1470019417840 Ckg - VHREDA	-7,293.00
Total for VHREDA								-\$ 42,411.26
Total for Pass Thru Fund Expenses								-\$ 42,411.26
Remaining Balance								\$ 117,792.74

Tuesday, Nov 12, 2024 06:30:59 AM GMT-8 - Accrual Basis



IN PARTNERSHIP WITH

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

TO: CRC Representatives

FROM: Monica H. Frisby, Regional Planner

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

DATE: November 12, 2024

**Project:** The CRC assisted the Central Virginia Poultry growers since May of 2023 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; VDACS, Rural Rehabilitation Trust for \$341,750; 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.

**VDACS, Rural Rehabilitation Trust:** The CRC has executed a grant agreement with VDACS.

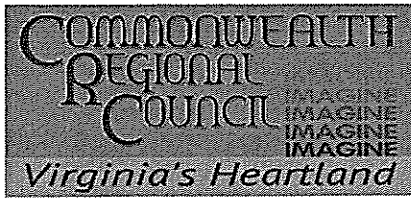
**VDACS, AFID Infrastructure Grant:** The CRC has executed the Infrastructure Grant agreement with VDACS.

**TRRC:** The CRC has executed both grant agreements with the Tobacco Commission. We have resubmitted the advance payment for this grant.

CRC staff continues to work on assembling reimbursements for all the grants.

COMMONWEALTH REGIONAL COUNCIL  
200 Heartland Road  
Keysville, VA 23947 | 434.392.6104 PHONE  
[www.virginiashartland.org](http://www.virginiashartland.org)





IN PARTNERSHIP WITH

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

**MEMORANDUM:**

TO: CRC Council Members  
FROM: Christin Jackson, Executive Director  
SUBJECT: Status Report – DHCD Regional Broadband Affordability and Adoption Plan  
DATE: November 20th, 2024

Commonwealth Regional Council (CRC) is providing technical and administrative assistance to Prince Edward County to create a Regional Broadband Affordability and Adoption Plan. The Department of Housing and Community Development (DHCD) has awarded Prince Edward County a grant to create a Broadband Affordability and Adoption Plan for Planning District 14 (Amelia, Buckingham, Charlotte, Cumberland, Lunenburg, Nottoway, and Prince Edward Counties).

**Activities for the Plan:**

- CRC Staff created and circulated surveys in English and Spanish throughout all seven counties.
- On October 21<sup>st</sup>, the CRC staff met with the Project Management Team to review the schedule and what would be done at the Community Meetings and to discuss dissemination of surveys and new flyers with all Community meeting locations and times.
- CRC Staff held the first in person Community meeting Charlotte County at Mimmo's Restaurant in Charlotte Court House on October 28<sup>th</sup> at 6:00. Pizza and drinks were served, two \$50 Food Lion Gift Cards were given to participants. Guest participated in a green light thinking activity on Barriers, Assets, and Potential Implementation Ideas. There were 12 residents in attendance plus all five CRC staff.
- By the end of October 93 surveys had been returned.



IN PARTNERSHIP WITH

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

TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

SUBJECT: Charlotte Court House Lead Service Project

DATE: November 11, 2024

**Project:** The Town of Charlotte Court House has been awarded \$100,000 in grant funding from the Virginia Department of Health – Office of Drinking Water (VDH – ODW) to undertake a lead service line inventory for the Town’s municipal water system. Consequently, the Town has requested assistance from the Commonwealth Regional Council (CRC) in the implementation of this project. The CRC is aiding in implementing this project.

**Project Update:** Samples Monitoring Services has executed the contract. The Contractor was able to adhere to the required VDH submission date for the Lead Service Line Project. The Contractor is working to complete the Lead Service inventory review.

COMMONWEALTH REGIONAL COUNCIL  
200 Heartland Road  
Keysville, VA 23947 | 434.392.6104 PHONE  
[www.virginiashartland.org](http://www.virginiashartland.org)



IN PARTNERSHIP WITH

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

TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

SUBJECT: The Town of Crewe Downtown Revitalization Planning Grant

DATE: November 11, 2024

**Project:** The Town of Crewe has been awarded \$50,000 in planning grant funding from the Virginia Department of Housing and Community Development (DHCD), Community Block Development Grant (CBDG) program. With this planning grant, the Town will hire a consultant to complete an economic restructuring plan, building blight inventory, and a prioritized improvement plan for the Town's Business District with the hopes to apply for a CBDG, Downtown Revitalization Grant for the next grant cycle. During the submission of the planning grant application, the CRC had to complete several preliminary planning activities for application approval. CRC staff completed the following preliminary planning activities including: holding an initial public meeting, identifying a project management team (PMT), holding a PMT meeting, completing a preliminary building survey, and providing documentation on the CRC's on-call consultant RFP process to DHCD. DHCD has agreed to allow the Town to select a consultant from our on-call consultant program. The Commonwealth Regional Council (CRC) is assisting the Town of Crewe with the implementation of this planning grant.

**Project Update:** The Town hired Hill Studio, a consultant firm based out of Roanoke, VA to complete this study. Hill Studio has subcontracted some of the work to Arnett Muldrow & Associates, Ltd., a firm based out of Greenville, South Carolina. Arnett Muldrow & Associates developed a zip code survey that Town staff distributed to locations throughout the Town. The survey has been completed. The Consultants will be hosting a three-day workshop on November 19<sup>th</sup> – 21<sup>st</sup> for sessions on: conceptional design for facades, public input, and preliminary reports for the study.

The estimate competition date for this project is March 2025.

COMMONWEALTH REGIONAL COUNCIL  
200 Heartland Road  
Keysville, VA 23947 | 434.392.6104 PHONE  
[www.virginiashheartland.org](http://www.virginiashheartland.org)



IN PARTNERSHIP WITH

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

TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

SUBJECT: Economic Development Administration (EDA), Planning and Local Technical Assistance Program

DATE: November 11, 2024

**Project:** In July 2024, the Commonwealth Regional Council (CRC) applied for \$70,000 in EDA Planning and Technical Assistance funds. On September 3<sup>rd</sup>, the CRC was notified by the EDA representative that the CRC was awarded \$70,000 in grant funds to support the update of the Comprehensive Economic Development Strategy (CEDS) and to support activities including grant writing, planning technical assistance, and GIS mapping services. The CRC receives these funds as part of their Economic Development District designation.

**Project Update:** The following activities have been completed this quarter (September 3<sup>rd</sup> – November 11th) by CRC staff:

- CEDS update– Seeking individuals to serve as the stakeholders for the development of this document
- Attended NADO's Annual Training Conference (see separate report)
- Helping Stand up the new Regional Economic Development Organization (REDO) (see separate report)
- The CRC provides grant writing services.
- The CRC corresponded, set up meetings, researched grant opportunities, and vetted potential grant applications
- Assisting the Town of Crewe with the CBDG Planning Grant
- Providing Grant Administration Services the Central Virginia Poultry Group (CVPG) for the Tobacco Commission and VDACS grants by:
  - Submitting reimbursement requests
  - Acting as the Applicant and Fiscal agent for these grants
  - Corresponding with CVPG and Grant Administrative staff





## MEMORANDUM

**TO:** CRC Council Members

**FROM:** Tyler Henderson  
Regional Planner

**DATE:** November 12, 2024

**SUBJECT:** VDOT Rural Transportation Planning Program– Monthly Update

The Commonwealth Regional Council (CRC) continues implementing the VDOT Rural Transportation Planning Program, addressing the transportation needs of Virginia's Heartland region, covering seven counties and their respective towns. The program focuses on enhancing regional transportation planning, providing technical assistance, and supporting local jurisdictions in improving transportation infrastructure and efficiency.

Update: CRC staff have been actively engaged in several important activities this month related to the VDOT Rural Transportation Planning Program:

- **Keysville's Ready, Set, Go! Project:** Following the concept review meeting in early October, VDOT provided deliverables for Phase 1 and Phase 2. These include Concept Sketch Displays, the Cost Estimating Workbook (CEWB), Pre-Quantities Tool (PQT), and the LAP Schedule Tool. CRC is coordinating with Keysville to review project costs, scheduling, and any necessary adjustments.
- **Lunenburg-Kenbridge-Victoria Joint Comprehensive Plan - Transportation Section:** CRC reached out to VDOT Richmond District Planning for support on the transportation section of this comprehensive plan update. VDOT offered technical assistance and data resources, including VTrans needs and traffic and safety data, and recommended using the Pathways for Planning (P4P) tool to begin the review. Coordination for additional support from VDOT is ongoing.
- **Transportation Coalition Meeting:** CRC attended the recent regional transportation coalition meeting, where discussions focused on Uber Health's infrastructure limitations for the region and updates on the use of ARPA funds. The November meeting has been canceled, with the next meeting scheduled for December 19.

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

cc: Christin Jackson, Executive Director, CRC



## MEMORANDUM

**TO:** CRC Council Members

**FROM:** Tyler Henderson  
Regional Planner

**DATE:** November 12, 2024

**SUBJECT:** Southeast Crescent Regional Commission Program– Monthly Update

The Commonwealth Regional Council (CRC) continues to make progress on initiatives supported by the Southeast Crescent Regional Commission (SCRC) Local Development District (LDD) program. These projects focus on economic development, comprehensive planning, and infrastructure improvements across our seven-county service area. Below are key updates related to the SCRC program:

### **Update:**

- **Grant Assistance and Technical Support:** CRC remains committed to supporting regional economic growth through grant writing and administration services for localities. Recent efforts include assisting Cumberland County with applications for Agricultural Economic Development and Farmer's Market amenities. CRC also continues to offer grant writing services to member localities and local 501(c)(3) organizations, emphasizing economic and community development.
- **Comprehensive Planning:** CRC is actively supporting comprehensive planning efforts across the region. This includes assisting with updates for Buckingham County, Lunenburg County, Kenbridge, and Victoria, as well as providing guidance for Amelia County's modified comprehensive plan update. Our work includes preparing draft sections, reviewing goals and strategies, and coordinating with local committees to ensure timely progress.
- **Reimbursement and Financial Update:** CRC submitted the Q4 report and final reimbursement request for the SCRC fiscal year. The closeout report, including the required SF-425 financial summary, has been prepared and uploaded in line with the November 15 deadline. All necessary documentation, such as the SF-270 and supporting files, were included to ensure compliance with SCRC reporting requirements.
- **SCRC Cooperative Agreements for FY25:** SCRC has confirmed cooperative agreements for FY25, with funding backdated to October 1, 2024. However, final allocation amounts are pending. CRC anticipates a streamlined reporting process in FY25, with SCRC planning a technical assistance training session to address any new reporting guidelines.

This update summarizes CRC's ongoing efforts in alignment with the SCRC program, with a continued focus on supporting localities through grant assistance, comprehensive planning, and preparation for the upcoming fiscal year.

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

cc: Christin Jackson, Executive Director, CRC





IN PARTNERSHIP WITH

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

**MEMORANDUM**

**TO:** CRC Council Members

**FROM:** Monica H. Frisby, Regional Planner

**DATE:** November 12, 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 August 9, 2024:

Status Update

- VA Congratulations to the Town of Victoria on being awarded \$240,000 from the Virginia Outdoor Foundation's Preservation Trust Fund for the Modest Creek Transformation.
- VDACS, AFID Planning Grant: CRC assisted Cumberland County with a grant application to partially fund the development of an Agricultural Economic Development Plan.
- DHR, VA250: CRC assisted the Town of Blackstone with approved to move forward with the full application to purchase decorative light poles, a monument sign, and curb and gutter. In addition, the town would also construct a concrete walking pad for entry to building, sidewalk, and a parking lot.
- AFID, Infrastructure Planning Grant: CRC staff are assisting Cumberland County with a grant application to fund the development of an Agricultural Economic Development Plan. Applications are accepted on a rolling basis.

Awaiting Approval

- VDCJS, Byrne Justice Assistance Grant: The Charlotte County Sheriff's Office was notified that their grant was approved with conditions. The agency requested changes to the application prior to an award package to be issued. The CRC assisted Charlotte County Sheriff's Office with these changes to the application and the application has been resubmitted for further review.
- 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 personnel, and accountability system for firefighters. The application was due on April 12<sup>th</sup>.
- 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 12<sup>th</sup>.
- Assistance to Firefighters Grant (AFG): Applications were due on March 8<sup>th</sup>. The CRC assisted the following agencies with AFG applications:
  - Victoria Fire and Rescue – purchase a vehicle
  - Blackstone VFD – purchase an exhaust system- Awarded



- Keysville VFD – purchase breathing apparatus
- Prince Edward County (regional application) – purchase radios – Awarded
- 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 13<sup>th</sup>.

Projects on Standby (work undertaken as developments warrant)

- Longwood Real Estate Foundation: CRC staff is working on identifying potential grants to fund a position at the SEED Innovation Hub.
- VHSIP Local Systemic Grant: CRC staff is working Prince Edward to discuss potentially applying for this grant.
- Keysville Volunteer Fire Department: CRC staff met with the Chief to discuss grant opportunities for their department.
- Mary E. Branch: CRC staff met with Mary E. Branch to discuss grant opportunities for the rehabilitation and renovation of the Mary E. Branch Elementary School in Farmville, VA.
- Crewe Volunteer Fire Department: CRC staff is working with Crewe Volunteer Fire Department on a potential application to Firehouse Subs for Gear Dryer for turnout gear. CRC staff is also working with the fire department on a potential application to RSAF for a LUCAS Device. The next round of RSAF funds will open on September 15<sup>th</sup>.
- Nottoway County LRA: CRC is working on identifying potential grants to fund repairs to the Camp Pickett Officer's Club.
- 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 are 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 are 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 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.

<b>Upcoming Grant Funding Opportunities</b>	
<b>Grant Opportunity</b>	<b>Deadline</b>
EDA, 2023 Disaster Supplemental	Open - Rolling Basis
VDOF, Virginia Trees for Clean Water	Open - Rolling Basis
VDACS AFID Planning Grant	Open- Rolling Basis
VHSIP Local Systemic Grant	Open- October 31, 2024
EDA, 2023 PWEA	Open - Rolling Basis
DHCD, Affordable and Special Needs Housing (ASNH)	Open
DHCD, Broadband Equity, Access, and Deployment (BEAD)	Letter of Intent Open-closes on 11/30/24
VTC, Virginia Special Events and Festivals Program	Opens: July 16 – September 26, 2024
Energy Efficiency and Conservation Block Grant (EECBG)	Open Now- November 29, 2024
<i>*Programs with rolling submissions include: EDA, USDA, Virginia Housing, GO Virginia, DHCD, Tobacco Commission TROF, VEDP, etc.</i>	

\_\_\_\_\_

[illegible]