



Meeting Agenda
Commonwealth Regional Council
Wednesday, December 18th, 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 16th, 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. Proposed 2025 Holiday Schedule (pg 13).....Exec Director
 - D. Conference Attended in November 2024 (pg 14) Monica Frisby
- VII. Scoping the Future – Discussion of Innovative/Regional Ideas, (pg 16)..... Council Members
- VIII. Old Business
 - A. Staff Monthly Project Reports
 - 1) Update on Watershed Implementation Plan (WIP) Phase III (pg 17).....Monica Frisby
 - 2) Update on Buckingham County Comprehensive Plan (pg 18).....Tyler Henderson
 - 3) Update on Lunenburg County Comprehensive Plan Update, (pg 19).....Tyler Henderson
 - 4) Update on CRC Affordable Workforce Housing Development Program, (pg 20).....Lauren Pugh
 - 5) Update on Amelia County Comp Plan, (pg 21).....Lauren Pugh
 - 6) Update on Regional VATI Grant for Cumberland, Lunenburg & Prince Edward, (pg 22).....Lauren Pugh
 - 7) Update on Drakes Branch Building Acquisition Project, (pg 23)Lauren Pugh
 - 8) Update on Longwood SEED Innovation Hub Project, (pg 26)Lauren Pugh
 - 9) Update on Creation of Virginia's Heartland Regional Economic Development Alliance (VHREDA), (pg 27).....Christin Jackson
 - 10) Update on Central Virginia Poultry Cooperative TRRC & AFID Grants, (pg 28)..... Monica Frisby
 - 11) Update on Regional DHCD Broadband Affordability and Adoption Plan, (pg 29).....Monica Frisby
 - 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).....Tyler Henderson
 - 16) SCRC, LDD Program (pg 34).....Tyler Henderson
 - 17) Council Member Comments
- IX. New Business.....Chairman
 - A. Staff Reports
 - 1) Update on Grant Writing, (pg 35).....Monica Frisby
 - 2) Review of the CRC Annual Audit for 2023-2024.....Robin Jones
 - 3) Council Member Comments
- X. Commonwealth Intergovernmental Review Process, (pg 38)
- XI. Other Business
- XII. Council Member Comments
- XIII. Adjourn – Next Meeting Date –Wednesday, January 15th, 2025, at 8:30
CRC Conference Room

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

Commonwealth Regional Council

**CRC Conference Room
Keysville, Virginia
November 20, 2024**

Welcome & Call to Order

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

Invocation and Introductions

Mr. Walker 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 (V)

*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. Dan Witt, Charlotte County

Mr. Steve Bowen, Nottoway County (V)

Mr. Clarence Monday, Amelia County(V)

Ms. Tracy Gee, Lunenburg County (V)

Mr. Karl Carter, Buckingham County

STAFF

Ms. Christin Jackson, Executive Director

Ms. Wendy Newton, Finance Director

Ms. Lauren Jones Pugh, Planning Director

GUESTS:

Mr. Tony Matthews, Kenbridge Town Manager

Mr. Terry Ramsey, Town of Charlotte Court House, Town Council Member

Ms. Ashley Atkins-Austin, Farmville Director of Community Development (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:

October: 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 Bryan David from GOVA to learn more about the organization and how we can potentially work with that organization. Ms. Jackson stated she arranged a meeting with a VRS representative to help staff better understand their benefits. Ms. Jackson stated she reached out to DEQ to learn more about the Water Supply Plan, and she reached out to the Berkley Group, TRC, and Timmons Group also. Ms. Jackson stated she spoke with Andy Wells from the

Southside Planning District, and they were still looking into the Water Supply Plan. Ms. Jackson stated she met with members of the VDH on the opioid abatement authority funds to discuss combining areas that do not have a plan to use their funds and come up with one larger more regional project. Ms. Jackson stated she worked with Wendy on VACorp Workers' Comp Audit and submitted it. Ms. Jackson stated she and Lauren watched a demonstration of Placer.ai. She suggested it would be great for VHREDA and helpful with Comp Plans. Ms. Jackson stated she participated in the VA Flood Protection Master Plan work session webinar. Ms. Jackson stated she purchased a week's subscription to GrantWatch to try out. She also participated in the VAPDC Board Meeting. Ms. Jackson stated she has been emailing Ken Copeland about sitting on the CRC Board to represent HSC (Hampton Sydney College) and has not received a response. Ms. McGuire stated she would reach out to him.

Conferences Attended in October 2024:

NADO ATC – October 21st – 24th

Ms. Jackson stated a report was included in the Council packet. Ms. Jackson stated that she and Ms. Pugh attended the NADO (National Association of Development Organizations) Annual Training Conference in New Orleans, LA. Ms. Jackson stated they 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. Ms. Jackson stated they 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, which features recreational facilities, fitness, and cultural programming. Ms. Jackson stated they 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. Ms. Jackson also stated she listened to an excellent speaker, Melody Warnick, on how people can love where they live. Ms. Jackson stated she would be excellent to bring her here to help us do little things in our communities to help encourage people to stay living where they are.

Governor's Summit on Rural Prosperity – October 29th – 30th

Ms. Jackson stated a report was included in the Council packet. Ms. Jackson stated Ms. Frisby attended the Governor's Summit on Rural Prosperity in Wytheville, VA. Ms. Jackson stated Ms. Frisby attended a downtown walking tour to learn about Wytheville's Downtown Streetscape Improvement Project. Ms. Jackson stated Ms. Frisby learned about required pre-planning activities, funding streams, and creative ways to reinvent underutilized spaces within a rural downtown. Ms. Jackson also stated that Ms. Frisby attended conference sections about the Rural Virginia Opportunity dashboard, which will be available in 2025, which 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.

Scoping the Future - Discussion of Innovative/Regional Ideas:

Old Business:

Staff Monthly Project Reports:

Update on Watershed Implementation Plan (WIP) Phase III: Ms. Pugh stated that a report was included in the Council packet. Ms. Pugh stated the CRC staff continues to work with Nottoway County High School's agriculture teacher with the educational aspects of stormwater management along with hands-on construction of rain barrels with students. The students plan to sell these rain barrels to the community. Ms. Pugh said this should be wrapped up by the end of the year.

Update on Buckingham County Comprehensive Plan Update: Ms. Jackson stated that a report

was included in the Council packet. Ms. Jackson stated the CRC staff attended the Planning Commission Regular Meeting on October 21st. Ms. Jackson stated at this meeting the update to Section 7 (Goals, Objectives, and Strategies) was reviewed and minor revisions were requested. Ms. Jackson said the next Planning Commission Work Session is scheduled for November 18th. At this meeting, the Commission will review the revised draft of Section 7 (Goals, Objectives, and Strategies).

Update on Lunenburg County Comprehensive Plan Update: Ms. Jackson stated that a report was included in the Council Packet. Ms. Jackson stated the CRC staff attended the Joint Comprehensive Plan Working Committee on November 6th. Ms. Jackson stated at this meeting, the revised draft of the Demographics section and the initial draft of Goals, Objectives, and Strategies were presented. The Committee suggested multiple revisions for each section. Ms. Jackson stated the CRC staff, and the Joint Working Committee, will hold a virtual meeting on November 25th to review the suggested revisions. Ms. Jackson stated the next Joint Comprehensive Plan Working Committee work session is scheduled for December 5th.

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 three of the five homes has been made. 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 built with Southside Homes has submitted their application with USDA for loan approval. Ms. Pugh stated that Piedmont Habitat expects to hear back within the next two weeks and once approved, Piedmont Habitat will order the home from Cardinal Homes and begin the sitework. Ms. Pugh stated Smyth Properties has completed all seven housing units and all seven are occupied. Ms. Pugh stated the CRC staff has assembled, signed, and mailed the finalized Deed of Trust to Smyth Properties and are awaiting the final signature. Ms. Pugh stated the Town of Blackstone/Southside Outreach homes have been completed. Southside Outreach has closed on both homes. Ms. Pugh stated Southside Outreach plans to bid out the next three homes for construction contractors in December.

Amelia County Comprehensive Plan Update: Ms. Pugh stated that a report was in the Council packet. Ms. Pugh stated the CRC staff held a kick-off meeting with the Planning Committee on October 15th. Ms. Pugh stated the CRC staff reviewed the draft timeline, the draft survey instrument, discussed distribution points, and set a timeline for distribution. Ms. Pugh stated the survey opened on October 28th and will close on December 15th. Ms. Pugh stated as of today we have received 120 submitted surveys so far. Ms. Pugh stated the next planning committee meeting was held on November 14th and CRC staff reviewed the data revisions on the Agricultural section, and the VDOT checklist for the Transportation section.

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 Planet Networks is currently working with contractor crews to fix damage across all three counties. Ms. Pugh stated Mr. Boyle (CEO of planet Networks) advised he is focusing on repairing damage created by these crews prior to building out to new areas. Ms. Pugh said that as of October 31st, 2024, 7,334 passings (out of a target of 11,397 total passings) and 1,555 installations for new customers have been completed. Ms. Pugh stated the CRC staff assembled and submitted Reimbursement # 39 for the ISP.

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 30th at the Drakes Branch Town Hall. Ms.

Pugh said two contractors attended the pre-bid conference. Ms. Pugh stated the Bids closed October 15th at 3pm. Ms. Pugh stated that after review, the lowest bidder, A&A Environmental, was awarded the bid. Ms. Pugh stated the contract has been reviewed and executed by both parties.

Update on SEED Innovation Hub Project: Ms. Pugh stated that a report was included in the Council packet. Ms. Pugh stated that construction on the project was continuing, and Ms. McGuire stated the Hub will be up and running on the first of January 2025. Ms. McGuire also stated that the new Director of SEED Innovation had been hired, and his name was Evan Jones. Mr. Hankins suggested that the Hub should hold an Open House when it opens.

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 that VHREDA owes the CRC \$88,571.76 currently as per the attached spreadsheet from QuickBooks. Ms. Jackson stated she spoke to the VHREDA Board members about the concern about the expense that was adding up for the Private Investment side with not much return for that investment. Ms. Jackson stated the members decided to end the contract with Convergent as soon as possible. Ms. Jackson stated she created a termination letter and sent it to the leaders of Convergent (Paul Santiago and Andy Coe and copied Andy Brubaker). Ms. Jackson stated she made the suggestions to the Executive Director Job Description and sent it out to Board Members to share, put it on the CRC website, Indeed, NADO, and GOVA. Ms. Jackson said Mr. Stanley also put it on VACO (Virginia Association of Counties) and VML (Virginia Municipal League). Ms. Jackson stated she has been having regular weekly meetings with Andy Brubaker to discuss any private investment opportunities. Ms. Jackson stated she spoke with Shannon Feinman about SVCC putting the new Executive Director on their payroll and benefits as well as Sheri McGuire about Longwood University. Ms. Jackson said she reached out to VRS about how the CRC can add the new Executive Director under our umbrella, but she has not heard from them yet. Ms. Jackson stated she printed, reviewed, and sent out resumes of the Executive Director Candidates. Ms. Jackson also stated she decided to let VHREDA pay the final \$35,000 to Convergent and the lawyer fees for filing the 501c3.

Update on Central Virginia Poultry Cooperative TRRC & AFID Grants: Ms. Pugh stated that a report was included in the Council packet. Ms. Pugh stated that the CRC has executed both grant agreements with the Tobacco Commission and has submitted the advance payment for this grant.

Update on Regional DHCD Broadband Affordability and Adoption Plan: Ms. Jackson stated a report was included in the Council packet. Ms. Jackson stated the CRC staff created and circulated surveys in English and Spanish throughout all seven counties. Ms. Jackson stated on October 21st, 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. Ms. Jackson stated the CRC staff held the first in person Community Meeting at Mimmo's restaurant in Charlotte County on October 28th at 6 p.m. Ms. Jackson said pizza and drinks were served, and the CRC gave two \$50 Food Lion gift cards to community participants. Ms. Jackson stated the guest participated in a green light thinking activity on Barriers, Assets, and Potential Implementation Ideas. There were 12 residents and all five CRC staff in attendance. Ms. Jackson stated as of the end of October, 93 surveys had been returned.

Update on Charlotte Court House Lead Service Project Update: Ms. Pugh stated that a report was included in the Council packet. Ms. Pugh stated that Samples Monitoring Services has fulfilled the contract, and the contractor was able to adhere to the required VDH submission date for the Lead Service Line Project. Ms. Pugh stated the Contractor is working to complete the Lead Service Inventory review.

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, South Carolina. Ms. Pugh stated Arnett Muldrow & Associates has developed a zip code survey and Town staff distributed to locations throughout the Town. Ms. Pugh stated the survey has been completed. Ms. Pugh stated the Consultants were currently hosting a three-day workshop on November 19th – 21st for sessions on conceptual design for facades, public input, and preliminary reports 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. 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.

Update on the VDOT Rural Transportation Planning Program: Ms. Jackson stated that the report is included in the Council packet. Mr. Jackson stated the CRC staff have been actively engaged in several important activities this month related to the VDOT Rural Transportation Planning Program. Ms. Jackson stated Keysville's Ready, Set, Go! Project, the CRC is coordinating with Keysville to review project costs, scheduling, and any necessary adjustments. Ms. Jackson stated that the CRC reached out to VDOT Richmond District for support on the transportation section of the comprehensive plan update for the Lunenburg-Kenbridge-Victoria Joint Comprehensive Plan – Transportation Section. Ms. Jackson stated the CRC attended the recent Regional Transportation Coalition Meeting. Ms. Jackson stated the discussion focused on Uber Health's infrastructure limitations for the region and updates on the use of ARPA funds. Ms. Jackson stated the next meeting will be December 19th.

Update on the SCRC, LDD Program: Ms. Jackson stated that the report is included in the Council packet. Ms. Jackson stated 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. Ms. Jackson stated 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. Ms. Jackson stated the CRC submitted the Q4 report and final reimbursement request for the SCRC fiscal year. Ms. Jackson also stated the SCRC has confirmed cooperative agreements for FY25, with funding backdated to October 1, 2024. However, final allocation amounts are pending.

New Business:

Staff Reports

Update on Grant Writing: Ms. Pugh stated a copy of the grant writing report was included in the Council packet. Ms. Jones congratulated the Town of Victoria on being awarded \$240,000 from Virginia Outdoor Foundation's Preservation Trust Fund for the Modest Creek Transformation. Ms. Pugh stated the CRC assisted Cumberland County with a grant application to partially fund the development of an Agricultural Economic Development Plan. Ms. Pugh stated the CRC assisted the Town of Blackstone 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 the building, sidewalk, and a parking lot. Ms. Jackson mentioned a meeting at Crewe Library Community Room with DEQ on VA Pollution Abatement for the County of Nottoway to discuss technical issues relating to the proposed pollutant management activity about NutriBlends permit VPA03023. This meeting will be on November 19th at 6 pm.

Council Member Comments: Mr. Emert moved, and Mr. Walker seconded that the Council convene in closed session for the discussion of a personnel issue, 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. Jones seconded to return to regular session. Motion carried unanimously.

Mr. Emert moved, and Mr. Witt 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.

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

Other Business:

Council Member Comments: There were none.

Adjournment, Next Meeting: The meeting adjourned at 9:50 a.m. The next meeting was set for Wednesday, December 18th, 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 November 1, 2024 thru November 30, 2024

| <u>Cash on Hand</u> | <u>Period Ending</u> |
|---------------------|----------------------|
| Total Income | \$ 114,518.70 |
| Total Expenses | \$ 47,460.93 |
| Net Balance | \$ 67,057.77 |
| Cash on Hand | \$ 1,077,216.53 |

Account Balances as of November 30, 2024

| | | |
|----------------------------|----|------------------|
| <u>CRC Accounts</u> | | |
| Truist 4425 (M1) | \$ | 732,870.46 |
| Truist 4301 (PR) | \$ | 19,275.88 |
| Truist 1827 (Oprtg) | \$ | 17,015.21 |
| Benchmark (M2) | \$ | 237,904.12 |
| Benchmark (CD1) | \$ | 55,101.56 |
| Benchmark (CD2) | \$ | <u>15,049.30</u> |
| | \$ | 1,077,216.53 |
| Truist 7840 (VHREDA) | \$ | 149,870.74 |

Prepared by: Wendy Newton, December 9, 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 - \$189,982.00 - Still waiting on Buckingham FY25 Funds
*47060/70045 VH PDC Housing Program Funds - \$165,855.93 - Not yet disbursed.
*47070/79036 VATI Regional Broadband Grant
*47081/79047 CVPC AFID PG - Local Match - \$3000.00 - Not yet disbursed.

COMMONWEALTH REGIONAL COUNCIL

Budget vs. Actuals: FY_2024_2025 - FY25 P&L

November 2024

| | TOTAL | |
|---|---------------------|---------------------|
| | ACTUAL | BUDGET |
| Income | | |
| 40000 Revenue | | |
| 43000 Local Member Investment | | |
| 43010 Amelia Local Member Investment | | 19,000.00 |
| 43020 Buckingham Local Member Investment | | 19,000.00 |
| 43030 Charlotte Local Member Investment | | 19,000.00 |
| 43040 Cumberland Local Member Investment | | 19,000.00 |
| 43050 Prince Ed Local Member Investment | | 19,000.00 |
| 43060 Lunenburg Local Member Investment | | 19,000.00 |
| 43095 Nottoway Local Member Investment | | 19,000.00 |
| Total 43000 Local Member Investment | | 133,000.00 |
| Total 40000 Revenue | | 133,000.00 |
| 44000 VA Regional Cooperation | 57,485.00 | 114,971.00 |
| 45000 Project Funding | | |
| 45880 CRC Regional Haz Mit Plan Updat | | 1,572.00 |
| 45955 PDC Housing Program | | 20,000.00 |
| 45985 VATI Regional Broadband Grant | | 21,100.00 |
| 45993 VATI Audit funds | | 4,000.00 |
| 45995 Drakes Branch VDEM Grant Admin | | 29,929.00 |
| 45996 Buckingham Comp Plan Update 23 | | 25,000.00 |
| 45997 Lunenburg Comp Plan Update 24 | | 25,000.00 |
| 45999 Longwood SEED Inn Hub Admin | | 23,922.00 |
| 46083 Drakes Branch Comp Plan Update | | 16,000.00 |
| 46084 CRC REDO Oversight & Fiscal Management | | 24,000.00 |
| 46085 CCH VDH Lead Service Line Admin | | 10,000.00 |
| 46086 Crewe PG CRC Admin | | 5,000.00 |
| 46087 SHSP Farmville Camera Admin | | 900.00 |
| 46088 VHREDA Private Campaign Costs Reimbursement | | 198,000.00 |
| Total 45000 Project Funding | | 404,423.00 |
| 46000 Other Funding | | |
| 46005 DEQ 2021 CRC WIP II Assistance | | 58,000.00 |
| 46010 VDOT-Transport Planning | 23,955.70 | 58,000.00 |
| 46040 Interest Income | | 800.00 |
| 46081 EDA Technical Assistance Fund | | 70,000.00 |
| 46082 SCRC LDD FUnDs | | 33,000.00 |
| Total 46000 Other Funding | 23,955.70 | 219,800.00 |
| 47000 Pass Thru Funds | | |
| 47040 VHREDA Investment | 30,078.00 | |
| 47081 CVPC AFID PG | 3,000.00 | |
| Total 47000 Pass Thru Funds | 33,078.00 | |
| Total Income | \$114,518.70 | \$872,194.00 |
| GROSS PROFIT | \$114,518.70 | \$872,194.00 |

COMMONWEALTH REGIONAL COUNCIL

Budget vs. Actuals: FY_2024_2025 - FY25 P&L

November 2024

| | TOTAL | |
|--------------------------------------|------------------|-------------------|
| | ACTUAL | BUDGET |
| Expenses | | |
| 71000 Personnel Costs | | |
| 71010 Salary Distribution | 26,423.08 | 343,500.00 |
| 71040 Payroll Expenses (SS/FICA) | 2,021.37 | 26,279.00 |
| 71150 Unemployment Ins. | | 132.00 |
| 71200 VRS Contribution | 6,014.89 | 69,971.00 |
| 71350 Staff Train/Conference | 681.37 | 15,500.00 |
| 71400 Workmens Comp Ins | | 500.00 |
| 71500 Group Health Insurance | 2,943.91 | 35,000.00 |
| 71600 Life Insurance | 22.65 | 275.00 |
| 71700 Other Staff Costs | | 1,814.00 |
| 71750 Employee Cell Phone Stipend | 250.00 | 3,000.00 |
| Total 71000 Personnel Costs | 38,357.27 | 495,971.00 |
| 720.00 Bank Charges/Fees | 4.00 | |
| 72000 Office Operations | | |
| 72005 Cleaning & Maint.-Bldg | 400.00 | 5,000.00 |
| 72010 Lease Costs | 1,200.00 | 14,400.00 |
| 72015 Utilities | | 4,200.00 |
| 72020 Telephone/Internet Costs | 281.63 | 3,360.00 |
| 72030 Postage and Freight | | 1,200.00 |
| 72035 Express Mail | | 100.00 |
| 72040 Consumable Supplies | 802.75 | 9,000.00 |
| 72050 Dues and Subscriptions | | 320.00 |
| 72060 Office Insurance | | 100.00 |
| 72070 Administrative Costs | 771.00 | 21,000.00 |
| 72080 Office Costs - Other | | 3,000.00 |
| Total 72000 Office Operations | 3,455.38 | 61,680.00 |
| 73000 Office Equipment | | |
| 73010 Office Equipment | | 3,230.00 |
| 73030 Equipment Maintenance | 480.80 | 10,700.00 |
| 73040 Equipment Repair | | 2,000.00 |
| 73050 Equipment - Other | 245.15 | 4,300.00 |
| Total 73000 Office Equipment | 725.95 | 20,230.00 |
| 74000 Auto/Staff Travel | | |
| 74020 Staff Mileage | 178.41 | 6,000.00 |
| Total 74000 Auto/Staff Travel | 178.41 | 6,000.00 |
| 75000 Meetings/Memberships | | |
| 75010 Council Meetings | 164.72 | 5,620.00 |
| 75020 Committee Meetings | | 300.00 |
| 75030 Staff Meetings | | 400.00 |
| 75040 Council Memberships | 3,000.00 | 4,200.00 |
| 75050 Other Meeting Costs | | 200.00 |
| 75060 Public Official Insurance Cov. | | 1,800.00 |

COMMONWEALTH REGIONAL COUNCIL

Budget vs. Actuals: FY_2024_2025 - FY25 P&L

November 2024

| | TOTAL | |
|---|--------------------|---------------------|
| | ACTUAL | BUDGET |
| Total 75000 Meetings/Memberships | 3,164.72 | 12,520.00 |
| 77000 Collateral Materials | | |
| 77010 Web Page Costs | | 2,600.00 |
| Total 77000 Collateral Materials | | 2,600.00 |
| 78000 Local Relations | | |
| 78010 Newsletter/Annual Report | | 150.00 |
| 78030 Other | | 3,000.00 |
| Total 78000 Local Relations | | 3,150.00 |
| 90000 Other Program Costs | | |
| 90010 Planning Project Costs | 270.72 | 218,000.00 |
| 90011 EDA Other Costs | 465.47 | |
| 90015 DHCD Broadband AAP | 839.01 | |
| 90100 Contingency Costs | | 5,000.00 |
| Total 90000 Other Program Costs | 1,575.20 | 223,000.00 |
| Total Expenses | \$47,460.93 | \$825,151.00 |
| NET OPERATING INCOME | \$67,057.77 | \$47,043.00 |
| NET INCOME | \$67,057.77 | \$47,043.00 |

Memorandum

TO: CRC Board of Directors

FROM: Christin Jackson
Executive Director

DATE: December 18, 2024

SUBJECT: Update (November 13, 2024 – December 11, 2024)

- Hosted the DHCD Broadband Buckingham and Cumberland Community Meetings.
- Presented about the CRC to the Charlotte County Board of Supervisors.
- Participated in the Amelia Comp Plan meeting virtually.
- Did updates to Section 7 of the Buckingham Comp. Plan and submitted them for review.
- Prepared Agenda for DHCD Broadband Affordability and Adoption Plan Project Management.
- Participated in an IT'S Electric webinar to learn more about electric cars.
- Updated the Goals, Objectives, and Strategies from the Lunenburg Comp. Plan.
- Redid 3rd and 4th Qtr. VDOT reports that Melody had done originally and completed this year's first quarter report.
- Attended the DHCD Project Management Team meeting.
- Presented the updates that I made at the Buckingham Planning Commission meeting.
- Participated in a DHCD listening session on the next steps for Prince Edward County's Park Project.
- Hosted the DHCD Broadband Virtual Community Meeting.
- Attended Heartland Business Services Team Meeting
- Discuss an adult playground option with Keysville Town Council member.
- Attended a VDOT Zero Fatalities training.
- Participated in the Q&A Session with Dr. Almond about Opioid Abatement.
- Met with James David from National Fitness to discuss a fitness court for Keysville.
- Took Buckingham's old Implementation Plan and created a new red-lined one for current goals and objectives.
- Attended a virtual Lunenburg Comp. Plan Meeting.
- Got with accounts on reconciliations not being done in a timely manner.
- Reviewed monthly goals with staff members.
- Held two staff meetings.
- Attended SVCC's Focus for the future Meeting at Centra.
- Attended the Tobacco Commission's Strategic Plan Input meeting.
- Hosted Dr. Almond here at the CRC for a meeting with County Administrators and Opioid solution providers to discuss optional ways to combine funds and use them to help the region.
- Attended a VAPDC meeting hosted by David Blount on Energy Plans for our counties.
- Attended the Lunenburg Comp. Plan meeting to review Community Resources and Transportation sections.
- Welcomed the Vice President of the U.S. Chamber of Commerce, Jamie Francis, at the Talent Pipeline Initiative meeting hosted by GOVA in Danville.
- Participated in the South-Central Non-profit Network Meeting.
- Host NaTosha Palmer from Securian, VRS Insurance provider to help staff be aware of their benefits.
- Attended FEMA webinar on Before, During, and After Disasters, Tools for Building Resilience.
- Many activities for VHREDA as listed on separate report.



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The CRC - Paid Holidays

New Year's Day
Martin Luther King Jr. Day
President's Day/ George Washington Day
Easter Monday
Memorial Day
Juneteenth Day
Independence Day
Labor Day
Columbus Day
Election Day
Veteran's Day
Thanksgiving
Christmas Eve (1/2 Day)
Christmas Day
New Year's Eve (1/2 Day)

January 1st
Third Monday in January
Third Monday in February
Monday Following Easter
Last Monday in May
Third Wednesday in June
July 4th
First Monday in September
Second Monday in October
First Tuesday in November
November 11th
4th Thursday and Friday in November
December 24th
December 25th
December 31st

Suggested Holiday Schedule for 2025:

Staff will exchange 6 of the current Holidays for 6 days over Christmas and New Year's Holidays:

| | |
|--|---------------------------|
| President's Day/ George Washington Day | Third Monday in February |
| Easter Monday | Monday Following Easter |
| Juneteenth Day | Third Wednesday in June |
| Columbus Day | Second Monday in October |
| Election Day | First Tuesday in November |
| Veteran's Day | November 11 th |

Staff's Schedule will be to work on:

Monday, December 22nd and Tuesday, December 23rd, then be off on Wednesday, December 24th through Sunday, January 4th and be back in the office on Monday, January 5th.



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MEMORANDUM:

TO: CRC Council Members
FROM: Monica H. Frisby, Regional Planner
DATE: December 11, 2024
SUBJECT: 2024 Virginia Governor's Housing Conference

The 2024 Virginia Governor's Housing Conference (VAGHC) was poised as a key event for a diverse group of professionals dedicated to addressing housing challenges in Virginia. There were over 1,100 attendees, this conference gathered experts and leaders from a wide range of sectors, including nonprofit organizations, foundations, affordable housing developers, local government officials, financial institutions, real estate professionals, educational institutions, and trade organizations. Additionally, representatives from community-based, faith-based, and public housing providers were also in attendance.

The conference served as a platform for participants to engage in critical discussions on the most pressing issues facing affordable housing in Virginia. These discussions encompassed a wide array of topics, from policy developments and funding strategies to innovative housing solutions and community-driven initiatives. As Virginia's affordable housing needs continue to evolve, the event provided a vital opportunity for collaboration among stakeholders across all sectors, fostering partnerships that could lead to sustainable housing solutions for all Virginians.

Some of the sessions I attended and my takeaways:

Refresh Zoning Codes

Many provisions within the current (1976) ordinance prohibit by-right development that aligns with current economic conditions, social preferences, and environmental realities.

We are in a national housing crisis, where many people cannot find or afford a place to live. City Master Plan to focus City and Richmond Redevelopment and Housing Authority (RRHA) investments on large public housing developments and land owned or transferred by RRHA transform each Priority Neighborhood into thriving, well-connected, civically engaged, mixed-use, mixed-income development that becomes a community of choice and strengthens the vibrancy of the surrounding neighborhoods.

Things they did:

- Eliminated minimum parking requirements
- Permitted accessory dwelling units citywide
- Allow multiple units on a parcel
- Allow manufactured and modular units
- Amending the building code

Affordable Housing Crisis

The persistent and pervasive lack of supply dates to the 1980s, when suburban cities turned towards large-lot single family homes.

While some of our challenges are likely temporary, many are expected to be sustained and will require us to look for new solutions to maintain and increase the housing supply.

A Regional Housing Trust Fund to address rural housing needs

New River Valley HOME Consortium

- Annual funding allocation from HUD
- Funding rotates throughout region
- Administrative partnership between Town of Blacksburg and New River Valley Regional Commission since 2007

The Case for Implementation

- Rely on results of housing study
- Data as foundation
- History of trust with localities
- Existing stakeholders already bought in
- Good relationships with funding partners
- Benefits of regional models

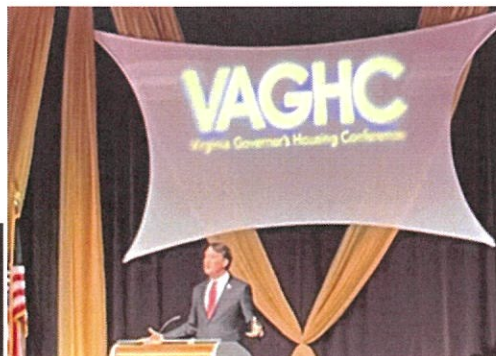
Defining Affordable Housing

Affordable housing is typically defined as accommodation that a household can afford without spending more than 30% of their income.

Top Six Identified Barrier to Affordable Housing

- Land use controls
- Zoning ordinances
- Building codes
- Fees and charges
- Growth limits
- Costs

Support a regional housing strategy, with data, to advocate with the Board of Supervisors and other key stakeholders about affordable housing needs in our community



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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.



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MEMORANDUM:

TO: CRC Council Members
FROM: Monica H. Frisby, Regional Planner
DATE: December 18, 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.

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MEMORANDUM

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

FROM: Tyler Henderson
Regional Planner

DATE: December 10, 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 November 18th. At this meeting, the revisions to the update to Section 7 (Goals, Objectives, and Strategies) were reviewed. No revisions were suggested.
- The next Planning Commission Work Session is scheduled for December 16th. At that meeting, the Commission will review the draft update to Section 8 (Implementation Plan) and the draft Executive Summary.

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

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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: December 10, 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 December 5th. At the meeting, the draft of the Community Resources section and the draft of the Transportation section were presented. Multiple revisions were suggested for each section. CRC and the Joint Working Committee will hold a virtual meeting on December 18th to review the suggested revisions.
- The next Joint Comprehensive Plan Working Committee work session is scheduled for 4:00 pm on January 2nd at the Victoria Town Hall. At this meeting, CRC staff will present the drafts for the Implementation Plan and Introduction sections.

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

cc: Christin Jackson, Executive Director, CRC

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MEMORANDUM:

TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

SUBJECT: CRC Affordable Workforce Housing Development Program

DATE: December 10, 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 four of the five homes has been completed. Two of the five homes have been set and two additional homes are scheduled for delivery.
 - Cumberland- The partner family has been approved by USDA, so Piedmont is in the process of ordering their home through Cardinal. Piedmonts contractor is planning to demo the existing burned down home that is on site.
- Smyth Properties – All seven housing units are complete, and all seven units are occupied. The Deed of Trust has been executed by both parties.
- 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.

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MEMORANDUM

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

FROM: Lauren J. Pugh
Planning Director

DATE: December 10, 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:

- The survey opened on October 28th and will close on December 15th. As of December 10th, we have received 366 responses to the survey.
- The CRC attended the planning committee meeting that was held on November 14th. At this meeting, CRC staff reviewed 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 provided an update on the surveys.
- The next planning committee meeting will be held on December 12th. At this meeting, CRC staff will review the requested revisions to the Agriculture section, the draft of the Transportation section, review the maps for the natural resources section, and 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: December 10, 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 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 November 30, 2024, a total of 7,334 passings (out of a target of 11,397 total passings) and 1,591 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 8th. The next site visit will be scheduled for January.

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: December 10, 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:

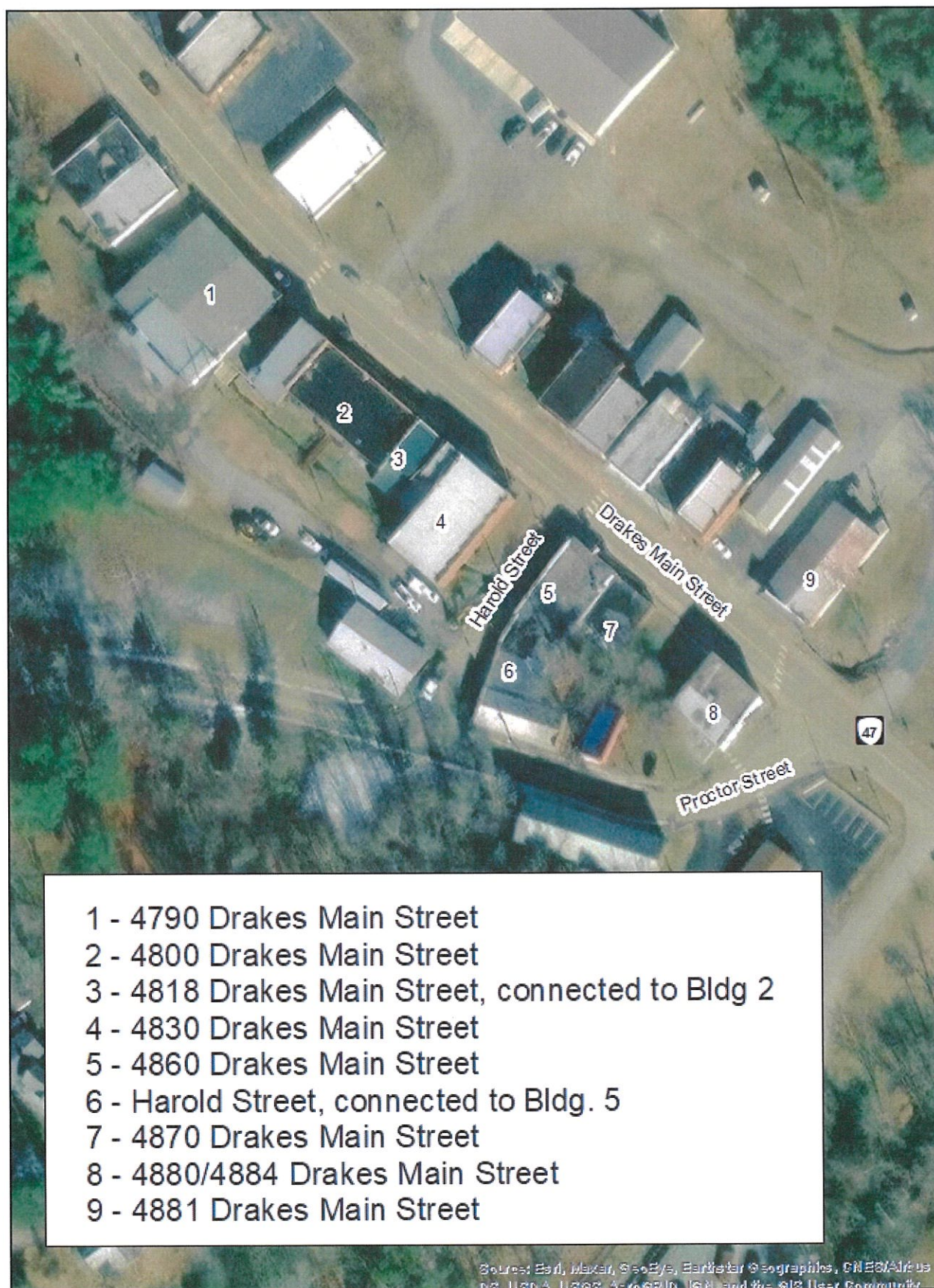
A&A Environmental, was awarded the contract. The Contractor has issued a 20-day notice for the appropriate buildings with the proper regulatory agencies prior to beginning asbestos abatement at these properties. A & A Environmental has started asbestos abatement on the buildings.

Lead Abatement Activities:

Hurt & Proffitt has submitted their scope of work for this project. The CRC and the Town are currently reviewing the scope for any additional changes. Once completed, the CRC will issue a notice to proceed on behalf of the town. The scope of work consists of: TCLP testing and final clearance inspections. The TCLP 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 17th. 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.





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TO: Commonwealth Regional Council

FROM: Lauren J. Pugh, Planning Director

SUBJECT: SEED Innovation Hub Project Update

DATE: December 10, 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 to the EDA.

Tobacco Commission Funds- CRC staff assembled and submitted 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.

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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: December 18, 2024 (for dates from November 9th – December 11th)

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 11th, 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.
- The CRC has not paid any more this month for VHREDa, but Raj Patel paid his investment of \$2,000 to VHREDa and that was deposited into that account.
- Printed Reviewed and sent out resumes received for 23 Executive Director Candidates to all VHREDa Board members.
- Received the Final Close out report from Convergent and shared it with the VHREDa Board.
- Had a meeting with the Search Committee to discuss all the applicants. The pool was narrowed down to seven.
- Dan Witt sent us an excellent tool to use to grade the candidates and each of the Search Committee used that tool on the final seven candidates and the Executive Director combined the numbers to show the order in which everyone thought that they should be.
- We had another meeting of the Search Committee to discuss these finding and decide how to proceed. We decided to interview the top five candidates. Dexter Gilliam said that he would send interview questions to the Executive Director, and she would call set up interviews and report to the full board what we were doing. The first interview would be virtual at the beginning of January.
- Executive Director called all candidates to set up interviews.
- Executive Director sent email to full board to let them know about the Search Committee's progress.
- The Executive Director 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

- 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.



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TO: CRC Representatives

FROM: Monica H. Frisby, Regional Planner

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

DATE: December 10, 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 had a meeting with a few members of the Virginia Poultry Cooperative on Monday, November 18th to review paper and grant submissions, as we continue to work on assembling reimbursements for all the grants.

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MEMORANDUM:

TO: CRC Council Members
FROM: Monica H. Frisby, Regional Planner
DATE: December 10, 2024
SUBJECT: Status Report ~ DHCD Regional Broadband Affordability and Adoption Plan

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 undertaken so far include:

- November 18th, the CRC staff met with the Project Management Team to discuss community meetings, surveys, and any additional input.
- Community meetings and a virtual meeting have all been held.
- By the end of November 156 surveys had been submitted.

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TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

SUBJECT: Charlotte Court House Lead Service Project

DATE: December 10, 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 has completed the Lead Service inventory review.

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TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

SUBJECT: The Town of Crewe Downtown Revitalization Planning Grant

DATE: December 10, 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. The Consultants hosted a three-day workshop on November 19th – 21st for sessions on: conceptional design for facades, public input, and preliminary reports for the study. The consultants are currently working on putting together an economic restructuring plan, building blight inventory, and a prioritized improvement plan for the Town's Business District.

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



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TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

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

DATE: December 10, 2024

Project: In July 2024, the Commonwealth Regional Council (CRC) applied for \$70,000 in EDA Planning and Technical Assistance funds. On September 3rd, 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 3rd – December 10th) by CRC staff:

- CEDS update– Seeking individuals to serve as the stakeholders for the development of this document. CRC staff reached out to County Administrators to identify three stakeholders to serve on this committee.
- Attended NADO's Annual Training Conference in October.
- 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



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MEMORANDUM

TO: CRC Council Members

FROM: Tyler Henderson
Regional Planner

DATE: December 10, 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:** The CRC confirmed there were no issues with the deliverables provided by VDOT, including Concept Sketch Displays, the Cost Estimating Workbook (CEWB), and the LAP Schedule Tool. These deliverables have been finalized, positioning the project for pre-TAP application activities such as public outreach.
- **Lunenburg-Kenbridge-Victoria Joint Comprehensive Plan - Transportation Section:** CRC continued collaboration with VDOT Richmond District Planning to develop the transportation section of the comprehensive plan. VDOT provided a checklist, example materials, and ongoing technical assistance, including mid-term needs data and Pathways for Planning (P4P) resources. The draft has been presented, and CRC staff are completing final revisions.
- **Transportation Training:** CRC staff participated in the "Speed Management Techniques and Implementation" training, a one-day hybrid course designed to enhance understanding of speed management strategies and their practical application. This training supports the program's goals of improving transportation safety and efficiency across the region.
- **VDOT and CRC Coordination Meeting:** A meeting has been scheduled for December 17 at the CRC office to outline VDOT expectations for the CRC team. This meeting aims to strengthen the partnership and clarify roles in regional transportation planning.

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: December 10, 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 continues to provide critical grant writing and administration services for localities, furthering regional economic growth. Recent efforts include assisting Cumberland County in securing a \$20,000 VDACS AFID Planning Grant for an Agricultural Economic Development Plan and submitting a grant application for Farmer's Market amenities.
- **Comprehensive Planning:**
 - **Buckingham County Comprehensive Plan Update:** CRC staff presented revisions to Section 7 (Goals, Objectives, and Strategies) at the Planning Commission Regular Meeting on November 18. The draft update to Section 8 (Implementation Plan) and the Executive Summary will be reviewed during the upcoming Planning Commission Work Session on December 16.
 - **Lunenburg/Victoria/Kenbridge Joint Comprehensive Plan Update:** On December 5, CRC staff presented drafts of the Community Resources and Transportation sections to the Joint Comprehensive Plan Working Committee, where multiple revisions were suggested. A virtual meeting will be held on December 18 to review these revisions. The next work session is scheduled for January 2, 2025, where the drafts for the Implementation Plan and Introduction sections will be presented.
- **Broadband Affordability and Adoption Plan:** CRC has completed all community meetings and closed the regional broadband survey. Staff are currently gathering paper copies of surveys from across the region and inputting the data. Feedback from the community meetings and survey responses is being analyzed to identify barriers to broadband access and potential solutions. This information will be combined into a comprehensive report, marking progress toward the next milestone in developing the Broadband Affordability and Adoption Plan.
- **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.

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

cc: Christin Jackson, Executive Director, CRC



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MEMORANDUM

TO: CRC Council Members

FROM: Monica H. Frisby, Regional Planner

DATE: December 10, 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

- Virginia Food Access Investment Fund (VFAIF): CRC staff are assisting Prince Edward County in the Pre-proposal application process.
- VDACS, Planning Grant: congratulations to Cumberland County on being awarded \$20,000.00 in grant funds to conduct an Agricultural Economic Development Plan.
- VDACS, AFID Infrastructure Grant: The CRC assisted Cumberland County with a submitted grant application for Farmer's market amenities.

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 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- 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 13th.

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 15th.
- 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.

| Upcoming Grant Funding Opportunities | |
|--|--------------------------------------|
| Grant Opportunity | Deadline |
| 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 |
| Virginia Food Access Investment Fund (VFAIF) | Pre-proposal period is open Dec 1-31 |
| EDA, 2023 Public Works: | Open ~ Rolling Basis |
| Assistance to Firefighter Grant (AFG): | Open ~ closes Dec 20, 2024 |
| <i>*Programs with rolling submissions include: EDA, USDA, Virginia Housing, GO Virginia, DHCD, Tobacco Commission TROF, VEDP, etc.</i> | |

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| Staff Recommendations | |
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