



Meeting Agenda
Commonwealth Regional Council
Wednesday, January 15, 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 December 18, 2024, Council Meeting, (pg 1).....Council Members
- V. Treasurers' Report – December 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. VRS Life Insurance for staff (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
 - 2) Update on Buckingham County Comprehensive Plan (pg 16).....Tyler Henderson
 - 3) Update on Lunenburg County Comprehensive Plan Update, (pg 17).....Tyler Henderson
 - 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 26).....Lauren Pugh
 - 11) Update on Regional DHCD Broadband Affordability and Adoption Plan, (pg 27).....Christin Jackson
 - 12) Charlotte Court House Lead Service Project, (pg 28).....Lauren Pugh
 - 13) Update on Town of Crewe Downtown Revitalization Planning Grant, (pg 29).....Lauren Pugh
 - 14) EDA Planning and Local Technical Assistance Program, (pg 30).....Lauren Pugh
 - 15) VDOT Rural Transportation Planning Program (pg 31).....Tyler Henderson
 - 16) SCRC, LDD Program (pg 32).....Tyler Henderson
 - 17) Council Member Comments
- IX. New Business.....Chairman
 - A. Staff Reports
 - 1) Update on Grant Writing, (pg 33).....Lauren Pugh
 - 2) Council Member Comments
- X. Commonwealth Intergovernmental Review Process, (pg) – None for Dec.
- XI. Other Business
- XII. Council Member Comments
- XIII. Adjourn – Next Meeting Date –Wednesday, February 19, 2025 at 8:30
CRC Conference Room

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

Commonwealth Regional Council

**CRC Conference Room
Keysville, Virginia
December 18, 2024**

Welcome & Call to Order

The Chairman, Mr. Hankins, called the meeting to order at 8:30 a.m.

Invocation and Introductions

Mr. Hankins 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 (V)

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. Dan Witt, Charlotte County (V)

Mr. Clarence Monday, Amelia County(V)

Ms. Tracy Gee, Lunenburg County (V)

Mr. Karl Carter, Buckingham 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

Ms. Sarah Crawford, Town of Charlotte Court House Town Manager

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

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

Ms. Robin Jones, CPA, Creedle, Jones & Associates LLC

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

(V) Denotes attendees who participated virtually.

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

Ms. Jackson stated one change under the roll call. Ms. Jackson stated Mr. Ramsey wanted his name labeled as Town of Charlotte Court House, Town Council Member. The correction will be made on the was made to the minutes. Mr. Emert moved, and Mr. Garrett seconded to approve the minutes as presented. Motion carried.

Treasurer's Report:

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

Report of Officers, Committees & Executive Director:

Chairman's Report: Mr. Hankins stated that Lunenburg County hired a new Town Manager.

Executive Director Monthly Activities Report: Ms. Jackson stated that a report was included in the Council packet. Ms. Jackson stated she hosted the DHCD Broadband Community Meetings for Buckingham County and Cumberland County. Ms. Jackson stated she presented to Charlotte County Board of Supervisors about the CRC. Ms. Jackson said she participated in the Amelia Comp Plan virtually. Ms. Jackson stated she did updates to Section 7 of the Buckingham Comp Plan and submitted it for review. Ms. Jackson stated she prepared an Agenda for the DHCD Broadband Affordability and Adoption Plan Project Management. Ms. Jackson stated she participated in an IT'S Electric webinar to learn more about electric cars. Ms. Jackson stated she had to redo the 3rd and 4th quarter VDOT reports that Melody had done originally and completed this year's first quarter report. Ms. Jackson stated she participated in a DHCD listening session on the next steps for Prince Edward County's Park Project. Ms. Jackson also stated she hosted the DHCD Broadband Virtual Community Meeting. Ms. Jackson stated she hosted a meeting with Dr. Almond at the CRC with County Administrators and Opioid solution providers to discuss optional ways to combine funds and use them to help the region. Ms. Jackson stated she attended the Lunenburg Comp Plan meeting to review Community Resources and Transportation sections. Ms. Jackson said she welcomed the Vice President of the U.S. Chamber of Commerce, Jamie Francis at the Talent Pipeline Initiative meeting hosted by GOVA in Danville. Ms. Jackson stated the CRC hosted NaTosha Palmer from Securian, VRS Insurance provider to help staff be aware of their benefits. Ms. Jackson stated she attended a FEMA webinar on Before, During, After Disasters, Tools for Building Resilience. Ms. Jackson also stated she has participated in many activities for VHREDA, which she will go over in a separate report.

Proposed 2025 Holiday Schedule: Ms. Jackson stated a report was in the Council packet. Ms. Jackson asked the CRC Board if the CRC staff can exchange 6 of the current 2025 holidays (President's Day, Easter Monday, Juneteenth Day, Columbus Day, Election Day, and Veteran's Day) for 6 days over 2025 Christmas and New Year's Holiday. The Staff's Schedule will be to work on Monday, December 22nd and Tuesday, December 23rd, then be off Wednesday, December 24th through Sunday, January 4th and return to the office on Monday, January 5th, 2026.

Mr. Hankins motioned to approve the schedule change and Mr. Jones seconded. Motion carried.

Ms. Jackson announced that Monica Frisby's last day with the CRC will be January 1st, 2025, she submitted her resignation. Mr. Hankins, along with the board, wished Ms. Frisby the best of luck.

Conference Attended in November 2024: Ms. Frisby stated a report was in the Council packet. Ms. Frisby stated she attended the 2024 Virginia Governor's Housing Conference (VAGHC), which was poised as a key event for a diverse group of professionals dedicated to addressing housing challenges in Virginia. Ms. Frisby stated there were about 1100 people in attendance. Ms. Frisby stated she attended sessions about Refreshing Zoning Codes, Affordable Housing Crisis, Case for Implementation, and Defining Affordable Housing.

Scoping the Future - Discussion of Innovative/Regional Ideas:

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 the Rain Barrel Workshop has been completed with Nottoway County High School. Ms. Frisby also stated the CRC staff continue to research opportunities to assist in documenting BMP activities in the region.

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 November 18th. Mr. Henderson stated at this meeting the update to Section 7 (Goals, Objectives, and Strategies) was reviewed and no revisions were requested. Mr. Henderson said the next Planning Commission Work Session is scheduled for December 16th. At this meeting, the Commission will review the draft update to Section 8 (Implementation Plan) and the draft Executive Summary.

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

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 four of the five homes has been completed. Ms. Pugh stated two of the five homes have been set up and two additional homes are scheduled for delivery on Monday. Ms. Pugh stated the partner family in Cumberland County has been approved by USDA for a loan. Ms. Pugh stated that Piedmont Habitat is in the process of ordering their home through Cardinal Homes. Ms. Pugh stated Smyth Properties has completed all seven housing units and all seven are occupied. Ms. Pugh stated the Deed of Trust has been executed by both parties. 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 survey opened on October 28th and will close on January 15th. Ms. Pugh stated as of today we have received 400 surveys so far. Ms. Pugh stated the next planning committee meeting was held on December 12th and CRC staff reviewed the requested revisions to the Agricultural section, the draft of the Transportation section, reviewed the maps for the natural resources section, and provided an update on surveys.

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 explained that because of this, the numbers have not changed since last month. Ms. Pugh stated as of November 30th, 2024, 7,334 passings (out of a target of 11,397 total passings) and 1,591 installations for new customers have been completed. Ms. Pugh stated only 36 installations were completed last month. Ms. Pugh stated an Aerial study had been completed and the study identified that aials are not cost prohibitive, and they would only use aials only in certain circumstances. The next site visit is scheduled for January in Cumberland County.

Update on Drakes Branch Building Acquisition Project: Ms. Pugh stated that the report was included in the Council packet. Ms. Pugh stated A&A Environmental was awarded the bid. Ms. Pugh stated the contractor has issued a 20-day notice for 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 and should finish by the end of January. Ms. Pugh also stated that Hurt & Proffitt has submitted their scope of work for this project. Ms. Pugh stated the CRC, and the Town are currently reviewing the scope for any additional changes. Ms. Pugh said once completed, the CRC will issue a notice to proceed on behalf of the town. Ms. Pugh stated the scope of the work consists of: TCLP testing and final clearance inspections. Ms. Pugh stated Hurt & Proffitt will perform the TCLP to ensure proper disposal of lead within the participating buildings (this will be completed prior to demolition of the buildings) and will provide asbestos abatement clearance services after the asbestos has been properly disposed of.

Update on SEED Innovation Hub Project: Ms. Pugh stated that a report was included in the Council packet. Ms. Pugh stated that the CRC staff assembled and submitted documentation for another reimbursement request to the EDA. Ms. Pugh stated the CRC staff assembled and submitted a reimbursement request to the TRRC as well. Ms. Pugh stated the CRC staff assembled and submitted additional match documentation to GO Virginia staff.

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 she had a meeting with the Search Committee to discuss all the applicants for the Executive Director for VHREDA. Ms. Jackson said they narrowed the applicants down to seven. Ms. Jackson stated Dan Witt sent an excellent tool to use to grade the candidates and each of the Search Committee used the tool on the final seven candidates. Ms. Jackson stated the Search Committee decided to interview the top five candidates virtually. The virtual interviews will take place on January 7th and one interview on the 14th.

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 resubmitted the advance payment for this grant. Ms. Pugh stated the CRC received the advance payment yesterday. Ms. Pugh stated the CRC staff has a meeting with a few members of the Virginia Poultry Cooperative on November 18th to review paper and grant submissions, as we continue to work on assembling reimbursements for all the 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 staff met with the Project Management Team to discuss community meetings, surveys, and any additional input. Ms. Frisby stated as of the end of today; 197 surveys have 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 completed 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 has completed the Lead Service Inventory review and VDH has submitted a letter of approval.

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 the Consultants hosted a three-day workshop on November 19th – 21st for sessions on conceptual

design for facades, public input, and preliminary reports for the study. Ms. Pugh stated the consultants were working on putting together an economic restructuring plan, building blight inventory, and a prioritized improvement plan for the Town's Business District.

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 CRC staff is currently seeking individuals to serve as stakeholders for the development of this document (CEDS). Ms. Pugh stated the CRC staff reached out to County Administrators to identify three stakeholders to serve on this committee. 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: Mr. Henderson stated that the report was 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. Mr. Henderson stated Keysville's Ready, Set, Go! Project, the CRC is 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. Mr. Henderson stated these deliverables have been finalized, positioning the project for pre-TAP application activities such as public outreach. Mr. Henderson stated the CRC continued collaboration with VDOT Richmond District Planning to develop the transportation section of the comprehensive plan update for the Lunenburg-Kenbridge-Victoria Joint Comprehensive Plan – Transportation Section. Mr. Henderson stated a meeting had taken place on Tuesday, December 17th at the CRC office to outline VDOT expectations for the CRC team. This meeting helped strengthen the partnership and clarify roles in regional transportation planning.

Update on the SCRC LDD Program: Mr. Henderson stated that the report is included in the Council packet. Mr. Henderson stated CRC remains committed to supporting regional economic growth through grant writing and administration services for localities. Recent efforts include assisting Cumberland County in securing a \$20,000 VDACS AFID Planning Grant for Agricultural Economic Development and submitting for Farmer's Market amenities. Mr. Henderson stated CRC is actively supporting comprehensive planning efforts across the region. This includes assisting with updates for Buckingham County, Lunenburg County, Kenbridge, and Victoria. Mr. Henderson stated the CRC has completed all community meetings and closed the regional broadband survey for the Broadband Affordability and Adoption Plan.

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 Cumberland County on being awarded \$20,000 from VDACS to conduct an Agricultural Economic Development Plan. Ms. Frisby stated the CRC assisted Cumberland County with a grant application for Farmer's Market amenities. Ms. Frisby stated the CRC is assisting Prince Edward County in the Pre-proposal application process for the Virginia Food Access Investment Fund (VFAIF).

Review of the CRC Annual Audit for 2023-2024: Ms. Jackson introduced Ms. Robin Jones, CPA, with Creedle, Jones, & Associates LLC to the Council. Ms. Jones stated she provided copies to the board of the CRC's audit for 2023-2024 and she would give a brief overview of the audit. Ms. Jones explained the details of the audit to the board. Mr. Hankins thanked the CRC staff for a wonderful job on a great audit. Mr. Hankins asked if anyone had questions for Ms. Jones, no one did.

Council Member Comments: Mr. Hankins, who is also the Vice Chair of the VAPDC stated the State of

Virginia approached the PDC which would require the CRC to prepare a Regional Energy Plan. The PDC turned down the offer, at this time because the state was not offering enough funds for the work that goes into this plan, but Mr. Hankins suggested the CRC and County Administrators begin planning by the end of 2025 to work on an Energy Plan. It's inevitable that counties will have to participate in this plan in the future.

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

Other Business:

Council Member Comments: There were none.

Adjournment, Next Meeting: The meeting adjourned at 9:35 a.m. The next meeting was set for Wednesday, January 15th, 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 December 1, 2024 thru December 31, 2024

<u>Cash on Hand</u>	<u>Period Ending</u>
Total Income	\$ 1,160,244.46
Total Expenses	\$ 897,467.05
Net Balance	\$ 262,777.41
Cash on Hand	\$ 1,173,954.81

Account Balances as of December 31, 2024

CRC Accounts

Truist 4425 (M1)	\$ 728,313.27
Truist 4301 (PR)	\$ 9,581.98
Truist 1827 (Oprtg)	\$ 128,004.58
Benchmark (M2)	\$ 237,904.12
Benchmark (CD1)	\$ 55,101.56
Benchmark (CD2)	\$ <u>15,049.30</u>

\$ 1,173,954.81

Truist 7840 (VHREDA)	\$ 149,870.74
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Prepared by: Wendy Newton, January 7, 2025

****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 - \$149,870.74 - Still waiting on Buckingham FY25 Funds
 *47060/79045 VH PDC Housing Program Funds -
 *47070/79036 VATI Regional Broadband Grant : \$655,815.10
 *47081/79047 CVPC AFID PG - \$325,000.00 - Advance Payment - Not yet disbursed

COMMONWEALTH REGIONAL COUNCIL

Budget vs. Actuals: FY_2024_2025 - FY25 P&L

December 2024

	TOTAL	
	ACTUAL	BUDGET
75030 Staff Meetings		33.33
75040 Council Memberships	800.00	350.00
75050 Other Meeting Costs		16.67
75060 Public Official Insurance Cov.		150.00
Total 75000 Meetings/Memberships	892.36	1,043.33
77000 Collateral Materials		
77010 Web Page Costs	239.88	216.67
Total 77000 Collateral Materials	239.88	216.67
78000 Local Relations		
78010 Newsletter/Annual Report		12.50
78030 Other		250.00
Total 78000 Local Relations		262.50
79000 Pass Thru Fund Expenses		
79036 VATI Broadband	665,815.10	
79045 VH PDC Hous Prog-Partner Expens	165,855.93	
Total 79000 Pass Thru Fund Expenses	831,671.03	
90000 Other Program Costs		
90010 Planning Project Costs		18,166.67
90011 EDA Other Costs	4,307.45	
90015 DHCD Broadband AAP	2,431.41	
90100 Contingency Costs		416.67
Total 90000 Other Program Costs	6,738.86	18,583.34
Total Expenses	\$897,467.05	\$68,762.62
NET OPERATING INCOME	\$262,777.41	\$3,920.17
NET INCOME	\$262,777.41	\$3,920.17

COMMONWEALTH REGIONAL COUNCIL

Budget vs. Actuals: FY_2024_2025 - FY25 P&L

December 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
Total 43000 Local Member Investment		11,083.31
Total 40000 Revenue		11,083.31
44000 VA Regional Cooperation		9,580.92
45000 Project Funding		
45880 CRC Regional Haz Mit Plan Updat	1,572.43	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
Total 45000 Project Funding	1,572.43	33,701.90
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
46050 Misc. Income	1.00	
46081 EDA Technical Assistance Fund		5,833.33
46082 SCRC LDD FUNds		2,750.00
Total 46000 Other Funding	1.00	18,316.66
47000 Pass Thru Funds		
47040 VHREDA Investment	2,000.00	
47060 VH PDC Housing Program Funds	165,855.93	
47070 VATI Broadband	665,815.10	
47081 CVPC AFID PG	325,000.00	

COMMONWEALTH REGIONAL COUNCIL

Budget vs. Actuals: FY_2024_2025 - FY25 P&L

December 2024

	TOTAL	
	ACTUAL	BUDGET
Total 47000 Pass Thru Funds	1,158,671.03	
Total Income	\$1,160,244.46	\$72,682.79
GROSS PROFIT	\$1,160,244.46	\$72,682.79
Expenses		
71000 Personnel Costs		
71010 Salary Distribution	26,423.08	28,625.00
71040 Payroll Expenses (SS/FICA)	2,021.37	2,189.92
71150 Unemployment Ins.		11.00
71200 VRS Contribution	6,198.86	5,830.92
71350 Staff Train/Conference	568.88	1,291.67
71400 Workmens Comp Ins		41.67
71500 Group Health Insurance	2,943.91	2,916.67
71600 Life Insurance	22.65	22.92
71700 Other Staff Costs		151.17
71750 Employee Cell Phone Stipend	250.00	250.00
Total 71000 Personnel Costs	38,428.75	41,330.94
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	249.15	350.00
72020 Telephone/Internet Costs		280.00
72030 Postage and Freight	172.17	100.00
72035 Express Mail		8.33
72040 Consumable Supplies	344.26	750.00
72050 Dues and Subscriptions	24.00	26.67
72060 Office Insurance		8.33
72070 Administrative Costs	12,804.60	1,750.00
72080 Office Costs - Other	36.00	250.00
Total 72000 Office Operations	15,230.18	5,140.00
73000 Office Equipment		
73010 Office Equipment		269.17
73030 Equipment Maintenance	480.80	891.67
73040 Equipment Repair		166.67
73050 Equipment - Other	3,781.19	358.33
Total 73000 Office Equipment	4,261.99	1,685.84
74000 Auto/Staff Travel		
74020 Staff Mileage		500.00
Total 74000 Auto/Staff Travel		500.00
75000 Meetings/Memberships		
75010 Council Meetings	92.36	468.33
75020 Committee Meetings		



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: January 15, 2025

SUBJECT: Update (December 12, 2024 – January 7, 2025)

- Hosted the DHCD Broadband Project Management Team Meeting for December.
- Participated in the Amelia Comp Plan meeting virtually.
- Participated in the VAPDC Executive Directors' Meeting.
- Hosted VDOT representatives Rick Youngblood and Carson Eckhardt with CRC staff at the CRC office to learn more about how the CRC can work more with VDOT.
- Attended two Lunenburg Comp. Plan Meetings.
- Participated in the VA Workforce Housing Investment Plan webinar.
- Worked with WIOA Executive Director on their Opioid Abatement Authority idea for funding.
- Presented on CRC's activities at the Regional County Administrators' Meeting.
- Updated the Regional Planner job description to put more of an emphasis on GIS.
- Created questions for interviews for the Regional Planner.
- Uploaded the new 2023-24 Audit to the CRC Website and to the DHCD CAMS portal.
- Did the VDEM first Quarter report.
- Submit SF-425 for 2023 AFG grant for Prince Edward County Fire Department.
- Held January Staff Meeting to discuss candidates for Regional Planner.
- Set up first interviews with potential Regional Planner to be held virtually on Friday, January 10th.
- Followed up with NaTosha Palmer from Securian, VRS Insurance provider, to find that CRC staff is not covered under the regular VRS life insurance. Will discuss in the next agenda item.
- Submitted the 2024 AFG grant request for Prince Edward County Fire Departments for a mobile trailer to fill air tanks.
- Activities for VHREDA as listed on separate report.

VRS Defined Benefit Monthly Contribution Calculation (#55936)

November 2024

CRC										Employee Life	Employer Life	Full Employer Life
Retirement Credible	Annual Salary	Contract Length	Employee 5%	Hybrid DBC (4%)	Total Employee Share	Rate Employer	Total Both	Calculation for Employee Portion Taken out Check Twice a Month		0.71%	0.47%	1.18%
Compensation												
Plan 2												
Jackson	7666.67	12	383.33		383.33	1561.70	1945.03	191.67		\$ 54.43	\$ 36.03	\$ 90.47
Hybrid Rate Percentage						20.37%						
Henderson	5291.67	12		211.67	211.67	1077.91	1289.58	105.84		\$ 37.57	\$ 24.87	\$ 62.44
Newton	5000.00	12		200.00	200.00	1018.50	1218.50	100.00		\$ 35.50	\$ 23.50	\$ 59.00
Hybrid Rate Percentage						20.37%						
Jones	5416.67	12		216.67	216.67	1103.38	1320.05	108.34		\$ 38.46	\$ 25.46	\$ 63.92
Frisby	5250.00	12		210.00	210.00	1069.43	1279.43	105.00		\$ 37.28	\$ 24.68	\$ 61.95
			383.33	838.34	1221.67	5830.92	\$ 7,052.59	VRS Monthly Payment		\$ 203.24	\$ 134.54	\$ 337.78
*****										\$ 7,390.37		

VRS Snapshot Complete

Payment Initiated Date

New VRS Rate - July 2018 (15.69% Employer, Employee still 5%)

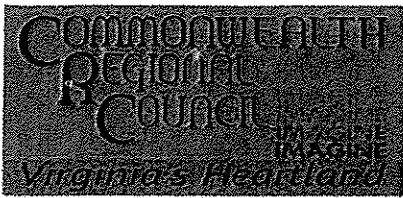
New VRS Rate - July 2020 (15.00% Employer, Employee still 5%)

New VRS Rate - July 2022 (22.24%, Employee still 5%)

Employer Rate for Plan 1 Members is 22.24%= Melody

Employer Rate for Hybrid Plan Members doing additional 457 voluntary contributions is 20.74% (22.24 employer rate --- 20.74 % to VRS Defined Benefit + 1% to 401(a) mandatory + .5% 457 voluntary contribution = 22.24%Lauren Jones

22.65 current Hybrid Plan
111.84 x 12
1342.68/yr



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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: Lauren Pugh, Planning Director
DATE: January 6, 2025
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:
 - CRC staff virtually attended the Quarterly DEQ meeting for the WIP program on December 18th.
 - CRC staff are in the process of assembling the final 2024 DEQ WIP report and reimbursement request. This report and request are due on January 17th.



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MEMORANDUM

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

FROM: Tyler Henderson
Regional Planner

DATE: January 7, 2025

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 recent progress:

- CRC staff attended the Planning Commission Work Session on December 16th, where the draft updates to Section 8 (Implementation Plan) and the draft Executive Summary were reviewed.
- The next Planning Commission Work Session is scheduled for January 21st, during which the Commission will review the plan in its entirety.
- The next step will be scheduling a public hearing.

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: January 7, 2025

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 since the last update:

- CRC staff and the Joint Comprehensive Plan Working Committee held a virtual meeting on December 18th to review and finalize the revisions to the Community Resources and Transportation sections.
- The Joint Comprehensive Plan Working Committee work session was held at 4:00 pm on January 2nd at Victoria Town Hall, where CRC staff presented the drafts for the Implementation Plan, Executive Summary, and Introduction sections. Revisions were suggested for the Implementation Plan and Executive Summary.
- The final in-person Joint Comprehensive Plan Working Committee meeting is scheduled for January 13th to review changes to the Implementation Plan and Executive Summary, as well as conduct a full review of the entire plan. The next step will be scheduling public hearings.

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: January 6, 2025

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. Four of the five homes have been set.
 - Cumberland- The partner family has been approved by USDA, so Piedmont is in the process of ordering their home through Cardinal. Piedmonts contractor is working on the demolition of 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 –Southside Outreach plans to bid out the next three homes for construction.

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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: January 6, 2025

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 January 15th. As of January 6th, we have received 489 responses to the survey.
- The CRC attended the planning committee meeting that was held on December 12th. At this meeting, CRC staff reviewed 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.
- The next planning committee meeting will be held on January 23rd. At this meeting, CRC staff will review the requested revisions to the draft of the Transportation section, reviewed updated 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.



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MEMORANDUM

TO: CRC Council Members

FROM: Lauren J. Pugh
Planning Director

DATE: January 7, 2025

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 reimbursed reimbursement # 39 to the ISP.
- As of January 3, 2025, a total of 7,334 passings (out of a target of 11,397 total passings) and 1,626 installs for new customers have been completed. 24 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 January 10, 2025.
- 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 is scheduled for January 23rd in Cumberland County.

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: January 7, 2025

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: The CRC assembled and submitted a budget revision on behalf of the Town to cover the Lead and Asbestos activities.

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 and expected to be complete with the abatement work by the end of the month.

Lead Abatement Activities:

Hurt & Proffitt has submitted their scope of work for this project. The Town has issued 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.

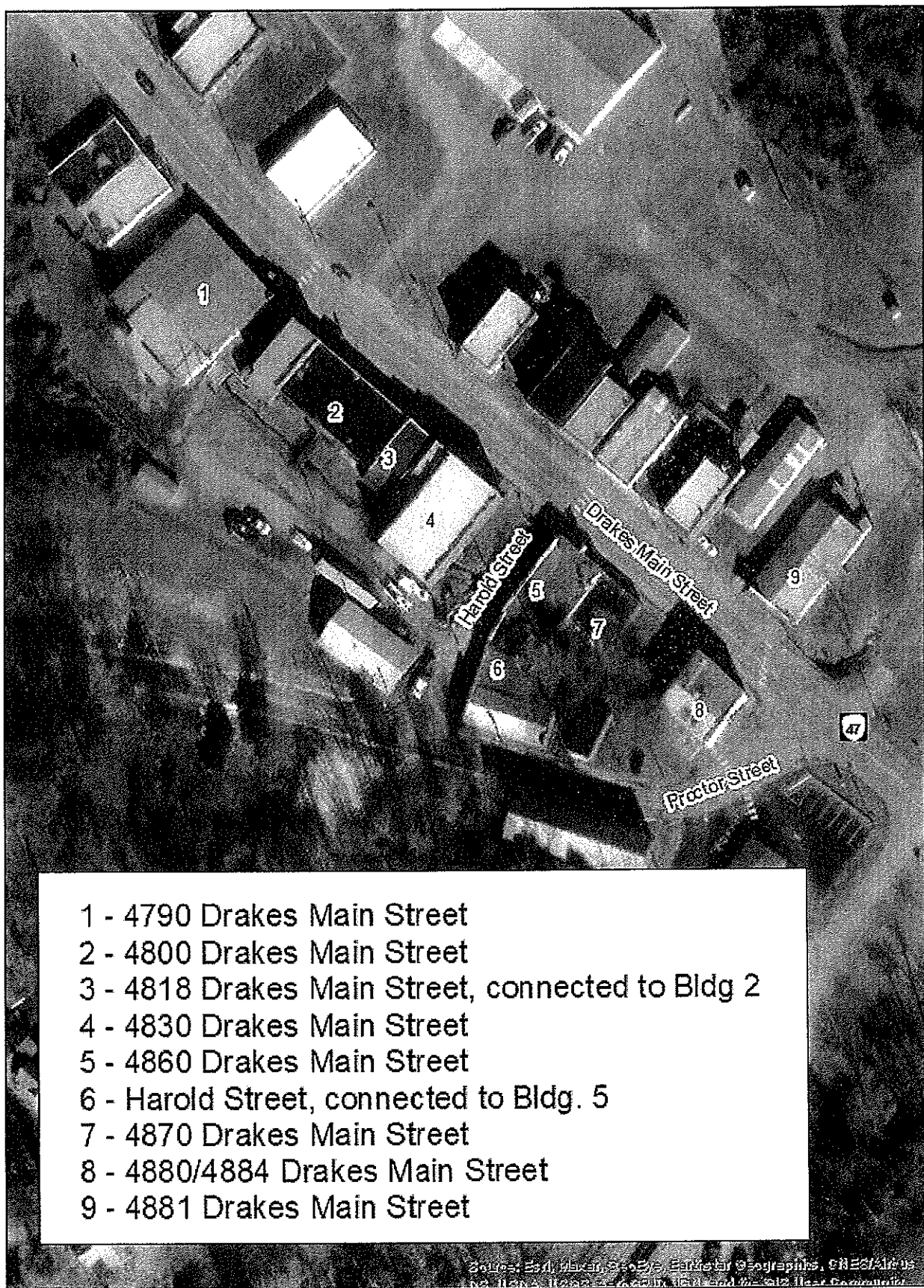
- Building 4: Privately owned property
 - Appraisal completed.
 - Title search completed.
 - The owner has signed an agreement to sell the property to the Town. The sale has been completed. CRC staff has submitted a reimbursement request for this sale to VDEM.
 - Hurt & Proffitt (H&P) conducted lead 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.



- 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
DigitalGlobe, GeoEye, IGN, Aerogrid, GEBCO, AeroGRID, IGN, Esri, The Swire



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TO: Commonwealth Regional Council

FROM: Lauren J. Pugh, Planning Director

SUBJECT: SEED Innovation Hub Project Update

DATE: January 6, 2025

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

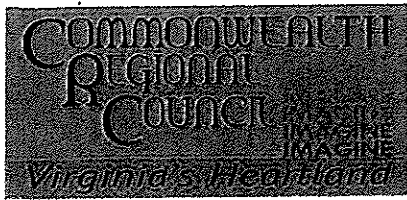
Project Update:

EDA funds- The 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 –CRC staff prepared and submitted additional match documentation and the first reimbursement request 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: January 15, 2025 (for dates from December 12, 2024 – January 7, 2025)

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 Executive Director decided to let VHREDa pay the final \$35,000 to Convergent and the lawyer's fees for filing the 501c3.
- The first interviews of the candidates for the VHREDa Executive Director were set up for the Search Committee by the CRC Executive Director. Three are on January 7th and the final one will be on January 14th.
- Hosted a quick interview prep meeting with the Search Committee prior to the January 7th interviews.
- Had three out of the four interviews with the VHREDa Search Committee. We had some great candidates.

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: Lauren Pugh, Planning Director

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

DATE: January 6, 2025

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 CVPC, 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 is awaiting additional reimbursement documentation to reimburse the CVPC. The CRC has received each of the seven counties' match of \$5,000 for this grant.

VDACS, Rural Rehabilitation Trust: The CRC has submitted Year 1 expenses of \$170,857.00 for reimbursement.

VDACS, AFID Infrastructure Grant: The CRC has received each of the seven counties' match of \$3,000 for this grant. The CRC has reimbursed the CVPC \$18,463.00.

TRRC: The CRC has received the \$325,000 Advancement. The CRC has reviewed invoices and reimbursed the CVPC \$103,326.52. The CRC assembled and submitted this documentation to the TRRC for final approval.

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

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MEMORANDUM:

TO: CRC Council Members
FROM: Christin Jackson, Executive Director
SUBJECT: Status Report – DHCD Regional Broadband Affordability and Adoption Plan
DATE: January 15, 2025

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:

- The survey entries were finalized on December 20th, 2024, with 209 surveys.
- The CRC staff has been working to compile the data from the surveys and the Community Meetings to discover the main Barriers, Assets, and Implementation Ideas of the region. The draft was completed on January 3rd, 2024, and circulated internally for review. This will be reviewed with the Project Management Team in the January meeting.
- Tyler Henderson has taken over the lead on this project and is doing a great job.
- Christin Jackson will continue to do the monthly reporting in the DHCD CAMS system.



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TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

SUBJECT: Charlotte Court House Lead Service Project

DATE: January 6, 2025

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 and has submitted an invoice for payment to the Town.



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TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

SUBJECT: The Town of Crewe Downtown Revitalization Planning Grant

DATE: January 6, 2025

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 are currently working on putting together an economic restructuring plan, building blight inventory, and a prioritized improvement plan for the Town's Business District. In preparation for the CBDG application, the Town has scheduled two public input sessions. At the first public hearing, CRC staff will present information explaining the CDBG program and the national objectives of the program. The first public hearing date is set for February 10th. At the second public hearing, the consultants will explain how the proposed project responds to the CDBG program and provide an explanation of the proposed project. The second public hearing date is set for March 10th.

The estimate competition date for this project is March 2025.



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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: January 6, 2025

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 – January 6th) by CRC staff:

- CEDS update– With the Counties help, the CRC is developing a list of stakeholders for this committee and are working to finalize the list and schedule the first meeting.
- 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: January 7, 2025

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 related to the VDOT Rural Transportation Planning Program:

- **Keysville's Ready, Set, Go! Project:** The project budget is currently under review and discussion by the Town Council to determine whether they will move forward with the proposed next steps.
- **Lunenburg-Kenbridge-Victoria Joint Comprehensive Plan - Transportation Section:** The transportation section has been reviewed and approved by VDOT, marking an important milestone in the Joint Comprehensive Plan process.
- **Transportation Coalition Meeting:** A Transportation Coalition meeting has been scheduled for January 23rd in Farmville to discuss regional transportation priorities and coordination efforts.
- **VDOT Coordination Meeting:** CRC staff met with Rick Youngblood and Carson Eckhardt, key VDOT points of contact from the Lynchburg district, to deepen understanding of CRC's responsibilities for the Rural Transportation Planning Program. This meeting provided valuable insights to help align efforts with program goals.
- **Lynchburg District GIS Day:** CRC staff have been invited to participate in the Lynchburg District GIS Day, scheduled for March 7, 2025, from 1:00 pm to 4:00 pm at Ramey. More information and a calendar invite will follow in the coming days.

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: Tyler Henderson
Regional Planner

DATE: January 7, 2025

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 and nonprofit organizations throughout the region, supporting a variety of projects aimed at fostering economic growth and improving community resources.
- **Comprehensive Planning:**
 - **Buckingham County Comprehensive Plan Update:** CRC staff attended the December 16th work session, where the draft Implementation Plan and Executive Summary were reviewed. The next work session on January 21st will focus on reviewing the entire draft plan.
 - **Lunenburg/Victoria/Kenbridge Joint Comprehensive Plan Update:** CRC staff presented revisions to the Community Resources and Transportation sections during December meetings, with final reviews completed. The next step involves presenting changes to the Implementation Plan and Executive Summary at the January 13th meeting, along with a full review of the plan.
 - **Amelia County Modified Comprehensive Plan Update:** Work continues on this project. CRC staff attended a December 12th meeting to review the Agricultural and Transportation sections and map updates in the Natural Resources section. The community survey deadline was extended to January 15th, with 473 responses received as of December 20th.
- **Broadband Affordability and Adoption Plan:** CRC staff are finalizing the survey report based on 210 responses and feedback from seven community meetings and one virtual meeting. The draft report will be presented at the next Project Management Team meeting, marking Milestone #2 of the DHCD program. The next step is using this information, along with additional research, to draft the full plan.
- **SCRC Cooperative Agreements for FY25:** SCRC has indicated that cooperative agreements for FY25 will be backdated to October 1, 2024. However, CRC has yet to receive any official documentation or confirmation.

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: Lauren Pugh, Planning Director

DATE: January 6, 2025

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 December 10, 2024:

Status Update

- USDOT, RAISE Grant: The CRC is assisting Prince Edward County with a grant application to conduct a 460 Interchange study.
- Virginia Food Access Investment Fund (VFAIF): CRC staff assisted Prince Edward County and 5 Pillar Meat with a pre-application to purchase equipment for a meat processing facility.
- Assistance to Firefighters Grant (AFG) December 2024: CRC assisted the following agencies with AFG applications:
 - o Prince Edward County (Regional Application) - purchase a Mobile Breathing Air Trailer that allows firefighters to refill their air packs.
 - o Keysville VFD - purchase breathing apparatus
- Assistance to Firefighter Grant (AFG) March 2024 application: Victoria Fire and Rescue & Keysville VFD were notified that they were **not awarded** an AFG grant for the March 2024 application period. Resulting in two of the four applications that were submitted to this program were awarded.
- USDOT Federal Transit Administration (FTA), Innovative Coordinated Access and Mobility grant: Piedmont Senior Resources was notified that their application to purchase a vehicle was **not awarded**. The CRC assisted with this application.

Awaiting Approval

- DHR, VA250 Grant: The CRC assisted the Town of Blackstone with a grant 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.
- VDACS, AFID Infrastructure Grant: The CRC assisted Cumberland County with a submitted grant application for Farmer's market amenities.

- 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.

Projects on Standby (work undertaken as developments warrant)

- VHSIP Local Systemic Grant: CRC staff is working Prince Edward to discuss potentially applying for this grant.
- 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.
- Nottoway County LRA: CRC is working on identifying potential grants to fund repairs to the Camp Pickett Officer's Club.
- 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

Upcoming Grant Funding Opportunities	
Grant Opportunity	Deadline
DEQ, Pay For Outcomes	Open – Mandatory pre-application conference on 1/13/25, closes on 2/3/25
VDOF, Virginia Trees for Clean Water	Open - Rolling Basis
VDACS AFID Planning Grant	Open- Rolling Basis
VA Housing, Workforce Housing Investment Program	Closed – Opens on 2/1/25
VA Housing, Regional Housing Program	Open – Closes on 2/25/25
VDEM, VA Emergency Shelter Fund Upgrade Assistance Grant Fund	Opens – closes on 2/14/25
Virginia Food Access Investment Fund (VFAIF)	Pre- App. Closed., Full App. Opens on 2/3/25 (Invitation only)
DHR, Virginia Black, Indigenous, and People of Color Historic Preservation Fund (BIPOC)	Estimated to open in early 2025
<i>*Programs with rolling submissions include: EDA, USDA, Virginia Housing, GO Virginia, DHCD, Tobacco Commission TROF, VEDP, etc.</i>	