



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

Meeting Agenda
Commonwealth Regional Council
Wednesday, February 19, 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 January 15, 2025, 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 11)Exec Director
 - C. Resolution to Amend CRC Board Policy 6.3 (pg 12)Exec Director
- VII. Scoping the Future – Discussion of Innovative/Regional Ideas, (pg 15)..... Council Members
- VIII. Old Business
 - A. Staff Monthly Project Reports
 - 1) Update on Watershed Implementation Plan (WIP) Phase III (pg 16).....Lauren Pugh
 - 2) Update on Buckingham County Comprehensive Plan (pg 17).....Tyler Henderson
 - 3) Update on Lunenburg County Comprehensive Plan Update, (pg 18).....Tyler Henderson
 - 4) Update on CRC Affordable Workforce Housing Development Program, (pg 19).....Lauren Pugh
 - 5) Update on Amelia County Comp Plan, (pg 20).....Lauren Pugh
 - 6) Update on Regional VATI Grant for Cumberland, Lunenburg & Prince Edward, (pg 21).Lauren Pugh
 - 7) Update on Drakes Branch Building Acquisition Project, (pg 22)Lauren Pugh
 - 8) Update on Longwood SEED Innovation Hub Project, (pg 25)Lauren Pugh
 - 9) Update on Creation of Virginia's Heartland Regional Economic Development Alliance (VHREDA), (pg 26).....Christin Jackson
 - 10) Update on Central Virginia Poultry Cooperative TRRC & AFID Grants, (pg 27).....Lauren Pugh
 - 11) Update on Regional DHCD Broadband Affordability and Adoption Plan, (pg 28).....Tyler Henderson
 - 12) Charlotte Court House Lead Service Project, (pg 29).....Lauren Pugh
 - 13) Update on Town of Crewe Downtown Revitalization Planning Grant, (pg 30).....Lauren Pugh
 - 14) EDA Planning and Local Technical Assistance Program, (pg 31).....Lauren Pugh
 - 15) VDOT Rural Transportation Planning Program (pg 32).....Tyler Henderson
 - 16) SCRC, LDD Program (pg 33).....Tyler Henderson
 - 17) Council Member Comments
- IX. New Business.....Chairman
 - A. Staff Reports
 - 1) Update on Grant Writing, (pg 34).....Lauren Pugh
 - 2) Council Member Comments
- X. Commonwealth Intergovernmental Review Process, (pg 37) – Christin Jackson
- XI. Other Business
- XII. Council Member Comments
- XIII. Adjourn – Next Meeting Date –Wednesday, March 19, 2025 at 8:30
CRC Conference Room

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

Commonwealth Regional Council

**CRC Conference Room
Keysville, Virginia
January 15, 2024**

Welcome & Call to Order

The Chairman, Mr. Hankins, called the meeting to order at 8:31 a.m.

Invocation and Introductions

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

ROLL CALL

MEMBER REPRESENTATIVES

PRESENT

ABSENT

Amelia:

Dexter Jones

Mr. Dexter Jones
(Vice-Chair)

*Mr. David Felts

*Mr. David Felts

Buckingham:

Mr. Paul Garrett

Mr. Paul Garrett

*Mr. Karl Carter

*Mr. Karl Carter

Charlotte:

Mr. Gary Walker

Mr. Gary Walker
(Treasurer)

*Mr. Walt Bailey

*Mr. Walt Bailey

Cumberland:

Mr. John Newman

* Mr. John Newman

*Mr. Eurika Tyree

*Mr. Eurika Tyree

Lunenburg:

Mr. Mike Hankins

Mr. Mike Hankins
(Chairman)

Nottoway:

Mr. Dickie Ingram

Mr. Dickie Ingram

*Mr. Bill Collins

*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 (V)

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)

Mr. Steve Bowen, Nottoway County (V)

Mr. Derek Stamey, Cumberland County (V)

Mr. Doug Stanley, Prince Edward County (V)

Mr. Karl Carter, Buckingham County

STAFF

Ms. Christin Jackson, Executive Director

Ms. Wendy Newton, Finance Director

Ms. Lauren Jones Pugh, Planning Director

Mr. Tyler Henderson, Regional Planner

GUESTS:

Mr. Tony Matthews, Kenbridge Town Manager

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

Mr. Jonathan Chumney, Lunenburg Town Manager

(V) Denotes attendees who participated virtually.

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

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

Treasurer's Report:

November: Ms. Jackson stated the financial report was in the packet for review. Mr. Walker (Treasurer) was not able to attend the meeting. The board reviewed the report. Mr. Garrett moved, and Mr. Jones 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 hosted the DHCD Broadband Community Meetings for December. Ms. Jackson said she participated in the Amelia Comp Plan meeting virtually and she participated in the

VAPDC Executive Directors' Meeting. Ms. Jackson stated she hosted VDOT representatives Rick Youngblood and Carson Eckhardt with the CRC staff to learn more about how the CRC can work with VDOT. Ms. Jackson said Carson was willing to help the CRC staff out with GIS mapping. Ms. Jackson stated she participated in the VA Workforce Housing Investment Plan Webinar. Ms. Jackson stated she worked with Terra Napier, WIOA Executive Director, on their Opioid Abatement Authority idea for funding. Ms. Jackson stated she presented on CRC's activities at the Regional County Administrators' Meeting. Ms. Jackson stated she updated the Regional Planner job description to put more of an emphasis on GIS and created questions for interviews for the Regional Planner. Ms. Jackson also stated she set up the first interviews with potential Regional Planner applicants, which were held virtually on Friday, January 10th. Ms. Jackson shared that she uploaded the new 2023-24 Audit to the CRC Website and to the DHCD CAMS portal and submitted the VDEM First Quarter Report. Ms. Jackson stated that she followed up with NaTosha Palmer from Securian, VRS Insurance provider, to find that CRC staff is not covered under the regular VRS Life Insurance, and she will discuss more in the next agenda item.

Life Insurance for Staff: Ms. Jackson stated a report was in the Council packet. Ms. Jackson explained to the board that the life insurance policy VRS offers doubles the salary of the employee and the current life insurance the CRC has with The Hartford Insurance only offers \$15,000. Ms. Jackson stated the CRC would contribute an estimated \$1600 a year, covering 0.47% of the contribution of CRC employees, while employees contribute 0.71% of the cost of the life insurance policy. Mr. Hankins suggested Ms. Jackson set up a budget meeting with Mr. Walker to discuss adding to the budget for the next fiscal year.

Scoping the Future - Discussion of Innovative/Regional Ideas: None at this time.

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 she has been working with Mr. Henderson to take this project over since Ms. Frisby's departure. Ms. Pugh stated the CRC staff virtually attended the Quarterly DEQ meeting for the WIP program on December 18th. Ms. Pugh also stated the CRC staff are in the process of assembling the final FY24 DEQ WIP report and reimbursement request. Ms. Pugh mentioned this report was due on January 17th.

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 Work Session on December 16th. Mr. Henderson stated at this meeting the draft updates to Section 8 (Implementation Plan) were reviewed. Mr. Henderson said the next Planning Commission Work Session is scheduled for January 21st. At this meeting, the Commission will review the plan in its entirety and the next step will be to schedule a public hearing.

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, 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. Mr. Henderson stated the final in-person Joint Comprehensive Plan Working Committee was January 13th. Mr. Henderson stated at this meeting they reviewed changes to the Implementation Plan and Executive Summary, as well as conducted a full review of the entire plan. Mr. Henderson said the next step will be scheduling public hearings.

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 four of the five homes have been set. Ms. Pugh stated the partner family in Cumberland has been approved by USDA, so Piedmont Habitat is in the process of ordering their home through Cardinal Homes and Piedmonts contractor is working on the demolition of the existing burned down home that is on site. Ms. Pugh stated Southside Outreach plans to bid out the next three homes for construction.

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 closed today, January 15th. Ms. Pugh stated as of January 6th we have received 489 responses to the survey so far. Ms. Pugh stated the next planning committee meeting will be held on January 23rd. Ms. Pugh stated the CRC staff will review the requested revisions to the draft of the Transportation section, review updated maps for the natural resources section, and provide an update on the 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) is focusing on repairing damage created by these crews prior to building new areas and should be completed by the end of January. Ms. Pugh explained that because of this, the numbers have not changed since last month. Ms. Pugh stated as of January 5th, 2025, 7,334 passings (out of a target of 11,397 total passings) and 1,626 installations for new customers have been completed. Ms. Pugh stated only 24 installations were completed last month. The next site visit is scheduled for January 23rd 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 contract. 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 is expected to be complete by the end of the month. Ms. Pugh also stated that Hurt & Proffitt has submitted their scope of work for this project. Ms. Pugh stated the CRC has issued 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 Ms. Pugh stated 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 the construction has been completed and a Certificate of Occupancy has been issued. 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 prepared and submitted additional match documentation and the first reimbursement request to GO Virginia staff. Ms. McGuire announced Evan Jones was hired as the Executive Director of the SEED Innovation Hub. Ms. McGuire said they are working on opening to the public in March. Chairman, Mr. Hankins asked Ms. McGuire to invite Evan to our Board meeting.

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 VHREDA owes the CRC \$88,571.76. Ms. Jackson stated the first candidates for the VHREDA Executive Director with the Search Committee were set up by the CRC Executive Director. Ms. Jackson said three

interviews were held on January 7th and the fourth one was on January 14th. Ms. Jackson stated she hosted a quick interview prep meeting with the VHREDA Search Committee prior to the first interviews. Ms. Jackson stated three out of four interviews were with the Search Committee. Ms. Jackson stated they had some great candidates and after some discussion, the Search Committee narrowed down to two candidates for the position.

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 is awaiting additional reimbursement documentation to reimburse the CVPC, and the CRC has received each of the seven counties match of \$5,000 for the VDACS, AFID Planning Grant. Ms. Pugh stated the CRC has submitted Year 1 expenses of \$170,857.00 for reimbursement. Ms. Pugh stated the CRC received the \$325,000 Advancement from the TRRC and reimbursed the CVPC \$103,326.52. Ms. Pugh stated the CRC staff continues to work on assembling reimbursements for all the grants.

Update on Regional DHCD Broadband Affordability and Adoption Plan: Ms. Jackson stated a report was included in the Council packet. Ms. Jackson stated the survey entries were finalized on December 20th, 2024, with 209 surveys. Ms. Jackson stated 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. Ms. Jackson stated the draft was completed on January 3rd, 2025, and has been circulated internally for review. Ms. Jackson stated this will be reviewed with the Project Management Team on January 21st. Ms. Jackson explained Tyler Henderson has taken over the lead on this project and is doing a great job. Ms. Jackson stated she will continue to do the monthly reporting in the DHCD CAMS system.

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 has submitted an invoice for payment to the Town.

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 that in preparation for the CBDG application, the Town has scheduled two public input sessions. Ms. Pugh explained at the first public hearing, CRC staff will present information explaining the CBDG program and the national objectives of the program. The first public hearing date is set for February 10th. Ms. Pugh explained at the second public hearing, the consultants will explain how the proposed project responds to the CBDG program and provide an explanation of the proposed project. This hearing is scheduled for March 10th.

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 in the CEDS update, with the Counties' help, the CRC is developing a list of stakeholders for this committee and is working to finalize the list and schedule the first meeting for next month.

Update on the VDOT Rural Transportation Planning Program: Mr. Henderson stated that the report was included in the Council packet. Mr. Henderson stated Keysville's Ready, Set, Go! Project budget is currently under review and discussion by the Town Council to determine whether they will move forward with the proposed next steps. Mr. Henderson stated the Lunenburg-Kenbridge-Victoria Joint Comprehensive Plan – Transportation Section has been reviewed and approved by VDOT, marking an important milestone in the Joint Comprehensive Plan process. Mr. Henderson stated the CRC staff have been invited to participate in the Lynchburg District GIS Day, scheduled for March 7th, 2025.

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 providing grant writing and administration services for localities and nonprofit organizations throughout the region. Mr. Henderson stated the following updates on:

Comprehensive Planning:

- **Buckingham County:** 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:** 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 along with a full review of the plan.
- **Amelia County Modified:** 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 Resource section. The community survey deadline was extended to January 15th, with 473 responses received so far.

Broadband Affordability and Adoption Plan:

- CRC staff are finalizing the survey report 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 the 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 1st, 2024. However, CRC has yet to receive any official documentation or confirmation.

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. Pugh gave a status update on the following:

- **USDOT, RAISE Grant:** 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:
 - Prince Edward County (Regional Application) - to purchase a Mobile Breathing Air Trailer that allows firefighters to refill their air packs.
 - Keysville VFD – to 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 March 2024 application period. Two of the four applications 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.

Upcoming Grant Funding Opportunities:

- VA Housing, Workforce Housing Investment Program – Opens 2/1/2025
- VA Housing, Regional Housing Program – Closes 2/25/2025
- VDEM VA Emergency Shelter Fund, Upgrade Assistance Grant Fund – Closes 2/14/2025

Council Member Comments: Mr. Bowen commended Ms. Jackson for all her hard work with VHREDA. Mr. Bowen stated how she was doing a fine job. Mr. Hankins reminded the board about the Local Government Day scheduled for January 28th.

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

Other Business:

Council Member Comments: There were none.

Adjournment, Next Meeting: The meeting adjourned at 9:10 a.m. The next meeting was set for Wednesday, February 19th, 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 January 1, 2025 thru January 31, 2025

<u>Cash on Hand</u>	<u>Period Ending</u>
Total Income	\$ 28,786.47
Total Expenses	\$ 182,915.02
Net Balance	\$ -154,128.55
Cash on Hand	\$ 1,036,574.29

Account Balances as of January 31, 2025

CRC Accounts

Truist 4425 (M1)	\$ 723,399.74
Truist 4301 (PR)	\$ 2,103.67
Truist 1827 (Oprtg)	\$ 3,015.90
Benchmark (M2)	\$ 237,904.12
Benchmark (CD1)	\$ 55,101.56
Benchmark (CD2)	\$ 15,049.30
	\$ 1,036,574.29

Truist 7840 (VHREDA)	\$ 154,870.74
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Prepared by: Wendy Newton, February 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 - \$154,870.74 - Still waiting on Buckingham FY25 Funds

*47060/70045 VH PDC Housing Program Funds -

*47070/79036 VATI Regional Broadband Grant :

*47081/79047 CVPC AFID PG - \$325,000.00 - Advance Payment - Disbursed \$121,789.52 of advancement in January to CVPC

Profit and Loss by Class
COMMONWEALTH REGIONAL COUNCIL
January 2025

Distribution Account	CRC	VHREDA
Income		
44000 DHCD - VA Regional Corporation	28,743.00	--
46000 Other Funding		
46040 Interest Income	43.47	--
Total for 46000 Other Funding	\$43.47	0.00
47000 Pass Thru Funds		
47040 VHREDA Investment	--	5,000.00
Total for 47000 Pass Thru Funds	0.00	\$5,000.00
Total for Income	\$28,786.47	\$5,000.00
Cost of Goods Sold	--	--
Gross Profit	\$28,786.47	\$5,000.00
Expenses		
71000 Personnel Costs		
71010 Salary Distribution	35,197.50	--
71040 Payroll Expenses (SS/FICA)	2,725.18	--
71200 VRS Contribution	10,776.59	--
71350 Staff Train/Conference	569.37	--
71500 Group Health Insurance	3,026.85	--
71600 Life Insurance	22.65	--
71750 Employee Cell Phone Stipend	400.00	--
Total for 71000 Personnel Costs	\$52,718.14	0.00
720.00 Bank Charges/Fees	4.00	--
72000 Office Operations		
72005 Cleaning & Maint.-Bldg	800.00	--
72010 Lease Costs	1,200.00	--
72015 Utilities	1,235.22	--
72020 Telephone/Internet Costs	563.71	--
72030 Postage and Freight	100.00	--
72040 Consumable Supplies	117.80	--
72050 Dues and Subscriptions	73.00	--
72070 Administrative Costs	742.00	--
72080 Office Costs - Other	219.68	--
Total for 72000 Office Operations	\$5,051.41	0.00
73000 Office Equipment		
73030 Equipment Maintenance	480.80	--

73050 Equipment - Other	2,602.97	--
Total for 73000 Office Equipment	\$3,083.77	0.00
75000 Meetings/Memberships		
75010 Council Meetings	220.90	--
75020 Committee Meetings	22.28	--
Total for 75000 Meetings/Memberships	\$243.18	0.00
79000 Pass Thru Fund Expenses		
79047 CVPC AFID PG	121,789.52	--
Total for 79000 Pass Thru Fund Expenses	\$121,789.52	0.00
90000 Other Program Costs		
90011 EDA Other Costs	25.00	--
Total for 90000 Other Program Costs	\$25.00	0.00
Total for Expenses	\$182,915.02	0.00
Net Operating Income	-\$154,128.55	\$5,000.00
Other Income	--	--
Other Expenses	--	--
Net Other Income	0.00	0.00
Net Income	-\$154,128.55	\$5,000.00

Accrual Basis Friday, February 07, 2025, 05:46 PM GMTZ

Memorandum

TO: CRC Board of Directors

FROM: Christin Jackson
Executive Director

DATE: February 19, 2025

SUBJECT: Update (January 8, 2025 – February 11, 2025)

- Attended the VAPDC' January Board of Director's Meeting
- Participated in the VAPDC Winter Series Training – 2025 General Assembly
- Completed and submitted the 2025 RAISE Grant Application for Prince Edward County's 460 Intersection Plan
- Held virtual and in-person interviews for the CRC Regional Planner positions.
- Closed 2022 PE County FEMA project.
- Completed 2023 PE County FEMA Project Reports.
- Attended Lunenburg Comp. Plan Meeting.
- Participated in a Regional Housing Grant Meeting.
- Participated in the Southern Rivers Round Table Meeting.
- Participated in two Talent Pathway Initiative Meetings.
- Discussed CRC Board's Virtual Meeting policy and website with FOIA information with Alan Gernhardt.
- Reviewed Virtual Meeting Policies for CRC Board and updated policy.
- Created CRC and VHREDA budget requests for all seven counties and distributed them.
- Participated in the VDCR Natural Heritage Data Exploration Website training.
- Participated in a webinar on Artful Planning a Creative Approach to Hazard Mitigation.
- Attended VACo's local government day in Richmond and the VAPDC's Executive Director Meeting.
- Visited Caritas Center in Richmond to listen to the Halifax County's new idea to build a recover center for the region using OAA funds.
- Hosted Cybersecurity training here at CRC with Bryant Harrison.
- Worked with Judge Blessings on trying to get a group together to created Continuity of Operation Plan for the Court system of Cumberland, Buckingham, and Prince Edward Counties.
- Participated in a WIOA Reauthorization meeting – Preparing for What's Next.
- Created a letter of interest for Judge Cunningham from our region about his recovery center idea.
- Held CRC staff meeting and reviewed goals with all staff individually.
- Started work on the 2025-26 budget.
- Participated in Mark Warner's meeting on navigating Policy Uncertainty Around Federal Funding.
- Participated in an VACorp Pool Update and an Anthem Update meeting.
- Got information from Rick Youngblood on UDAs for upcoming Transportation meeting in Farmville.
- Attended the Southside Planning District's Regional Housing Summit.
- Attended the Tobacco Commission's 25th Anniversary Reception in Richmond.
- Attended our first CEDS planning meeting for the 2025 Plan.
- Attended the Keysville Town Council Meeting on 2/10/25 to discuss how the CRC can assist them and took Rick Youngblood from VDOT to discuss Ready, Set, Go options.
- Had meeting with the Joint Commission of Recovery Housing and Dr. Almond to plan a presentation to the Localities for their OAA funds.



IN PARTNERSHIP WITH

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

Resolution

TO: CRC Board of Directors

FROM: Christin Jackson
Executive Director

DATE: February 19, 2025

SUBJECT: To Amend the CRC Board Policy 6.3 Telephonic and Videoconference to align with Code of
VA Section 2.2-3708.2 and 3

- See Attachment A: New CRC Board Policy 6.3 Telephonic and Videoconference

6.3. Telephonic and Videoconference. (Note 6) Members of the Council, or of any committee designated by the Council, may, to the extent that it is compliant with, and not in violation of, Virginia's Freedom of Information Act, participate in meetings thereof by means of conference telephone, videoconference, or similar communications equipment by means of which all persons participating in the meeting can hear each other, and participation in a meeting pursuant to this bylaw shall constitute presence in person at such meeting.

In compliance Code of VA Section 2.2-3708.2 and 3 at least 50% of meetings can be held virtually, however the Council has in-person meetings with the option to participate in the meetings virtually for the public and any interested parties. Council members can participate virtually if:

A. Personal Matter:

- a. On or before the day of the meeting the member shall notify the Council Chair that the member is unable to attend the meeting due to a personal matter. The member must identify with the specificity the nature of the person matter.
- b. A quorum of the Council must be physically assembled at the primary or central meeting location. The Council members must approve the remote participation by a majority vote. The decision shall be based solely on the criteria of this policy, without regard to the identity of the member or matters that will be considered or voted on during the meeting. The Secretary of the Council shall record in the Council's minutes the specific nature of the person matter and the remote location from which the absent member participated. If the absent member's remote participant is disapproved because such participant would violate this policy, such disapproval shall be recorded in the Council's minutes with specificity.
- c. Such remote participant by a Council member shall be limited each calendar year to two (2) meetings of the Council.

B. Temporary or Permanent Disability or Other Medical Condition:

- a. On or before the day of the meeting the member shall notify the Chair that the member is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance.
- b. A quorum of the Council must be physically assembled at the primary or central meeting location. The Secretary of the Council shall record in the Council's minutes the fact of the member's disability or other

medical condition and the remote location from which the member participated.

- C. For any participation through electronic communication means, the Council shall make arrangements for the voice of the member participating remotely to be heard by all persons in attendance at the primary or central meeting location.

6.4. Notice to Members. Notice to members of regular meetings stating the time, place and purposes thereof shall be given by mailing the same to each member at his or her residence or business address, or e-mailing the notice to the member to his or her e-mail of record, at least five (5) days before the meeting or by delivering the same to him or her personally at his or her residence or business address at least five (5) days before the meeting. Such special meetings shall be held at such time and place as the notice thereof or the waiver thereof shall specify. Special meetings may be held without notice to the members of the date, time, place, or purpose of the meeting.

6.5. Freedom of Information Act. The Council shall comply with the notice requirements, as well as all other requirements, of the Freedom of Information Act in the conduct of its meetings and in all of its other activities and business.

6.6. Quorum. A majority of the Council members as constituted for the time being shall constitute a quorum for the transaction of business, but a less number may adjourn any meeting from time to time and the meeting may be held as adjourned without further notice. When a quorum is present at any meeting, a majority of the members thereat shall decide any questions brought before such meeting except as otherwise provided by law, the Charter Agreement or by these Bylaws.

6.6. Order of Business. The order of business at any regular meeting or special meeting of the Council shall be as follows:

- (1) Reading and disposal of any unapproved minutes.
- (2) Reports of officers and committees.
- (3) Unfinished business.
- (4) New business.
- (5) Adjournment.



IN PARTNERSHIP WITH

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

Scoping the Future
List of Innovative/Regional Ideas

Ideas Previously Discussed:

- Creation of New Regional Economic Development Initiative – Currently Working on VHREDA
- Building Entrepreneurial Economies (BEE) Grant Program through DHCD
- Aeronautical Grants for Drone Industry
- Triage Emergency Dispatch Program
- Lack of Work Force Training - Ways for CRC to get involved, including working with Southern VA Go Region & SVCC
- Work with the Buckingham Historical Society on grant opportunities
- Establish de-regulation requirements for mandates on rural localities (tiered approach).
- Broadband Support by the CRC – Currently working on VATI and will all counties through the DHCD Broadband Affordability and Adoption Planning grant. – In the works.
- 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 – CRC will be hosting a public meeting here for the Roanoke River 3 Regional Planning Kick Off Meeting.

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: February 10, 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 assembled and submitted the final 2024 DEQ WIP report and reimbursement request.
 - CRC staff executed the contract for the 2025 DEQ WIP contract. This contract began January 1st and will end on December 31, 2025.



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MEMORANDUM

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

FROM: Tyler Henderson
Regional Planner

DATE: February 11, 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 January 27th, where the entire draft was reviewed. No changes were suggested.
- CRC staff attended the Board of Supervisors meeting on February 10th, where the Board decided to hold a joint work session with the Planning Commission to begin reviewing the entire plan prior to scheduling a public hearing.
- The first joint work session is scheduled for March 17th.

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

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

COMMONWEALTH REGIONAL COUNCIL
200 Heartland Drive
Keysville, VA 23947 | 434-392-6104
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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: February 11, 2025

SUBJECT: Lunenburg County Comprehensive Plan Update – Monthly Update

The Commonwealth Regional Council (CRC) continues to assist Lunenburg County, Victoria, and Kenbridge in finalizing the update to their Joint Comprehensive Plan. Since the last update, the following activities have been completed:

- The final in-person Joint Comprehensive Plan Working Committee meeting was held on January 13th, during which committee members conducted a full review of the plan and finalized all remaining revisions.
- The final full draft of the Lunenburg/Kenbridge/Victoria Joint Comprehensive Plan 2025-2030 has been printed and distributed throughout the County.
- Copies of the plan are available for public review at Lunenburg County Administration, Kenbridge Town Office, Victoria Town Office, Ripberger Public Library in Kenbridge, and Victoria Public Library. The plan is also available online.
- Public notices have been released announcing the upcoming public hearings, where residents will have the opportunity to provide feedback on the final draft.
 - Victoria Town Council & Planning Commission – March 11, 2025, at 7:00 PM, Victoria Municipal Building
 - Lunenburg County Board of Supervisors & Planning Commission – March 13, 2025, at 6:00 PM, Lunenburg Courts Building
 - Kenbridge Town Council & Planning Commission – March 18, 2025, at 7:00 PM, Kenbridge Town Hall

The CRC appreciates the collaboration and efforts of the County and Towns in reaching this final stage of the comprehensive plan update process.

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: February 10, 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: CRC staff assembled and submitted the Quarterly report and reimbursement request to Virginia Housing.

- 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. Piedmont's contractor is working on the demolition of the existing burned down home that is on site.
- Smyth Properties – Project Completed.
- 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: February 10, 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 has been completed since the last report:

- The survey closed on January 15th. We have received 509 paper and online responses to the survey.
- The CRC attended the planning committee meeting that was held on January 23rd. At this meeting, CRC staff reviewed the requested revisions to the Transportation section, reviewed the maps for the natural resources section, and provided an update on the surveys.
- The next planning committee meeting will be held on February 20th. At this meeting, CRC staff will review the requested revisions to the draft of the Transportation section, review the natural resources section, and provide the draft survey summary report.

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



MEMORANDUM

TO: CRC Council Members

FROM: Lauren J. Pugh
Planning Director

DATE: February 10, 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 the CRC 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.
- As of January 31, 2025, a total of 7,334 passings (out of a target of 11,397 total passings) and 1,650 installs for new customers have been completed. 26 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 February 13, 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, Cumberland, Planet Networks, and DHCD staff completed a site visit in Cumberland County on January 23rd.

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: February 10, 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 has completed the asbestos abatement work on the buildings and completed air clearance activities. The Contractor has submitted regulatory reporting and their invoice to the CRC and Town.

Lead Abatement Activities:

Hurt & Proffitt has submitted their scope of work for this project. The scope of work consists of: TCLP testing. 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.

- 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.

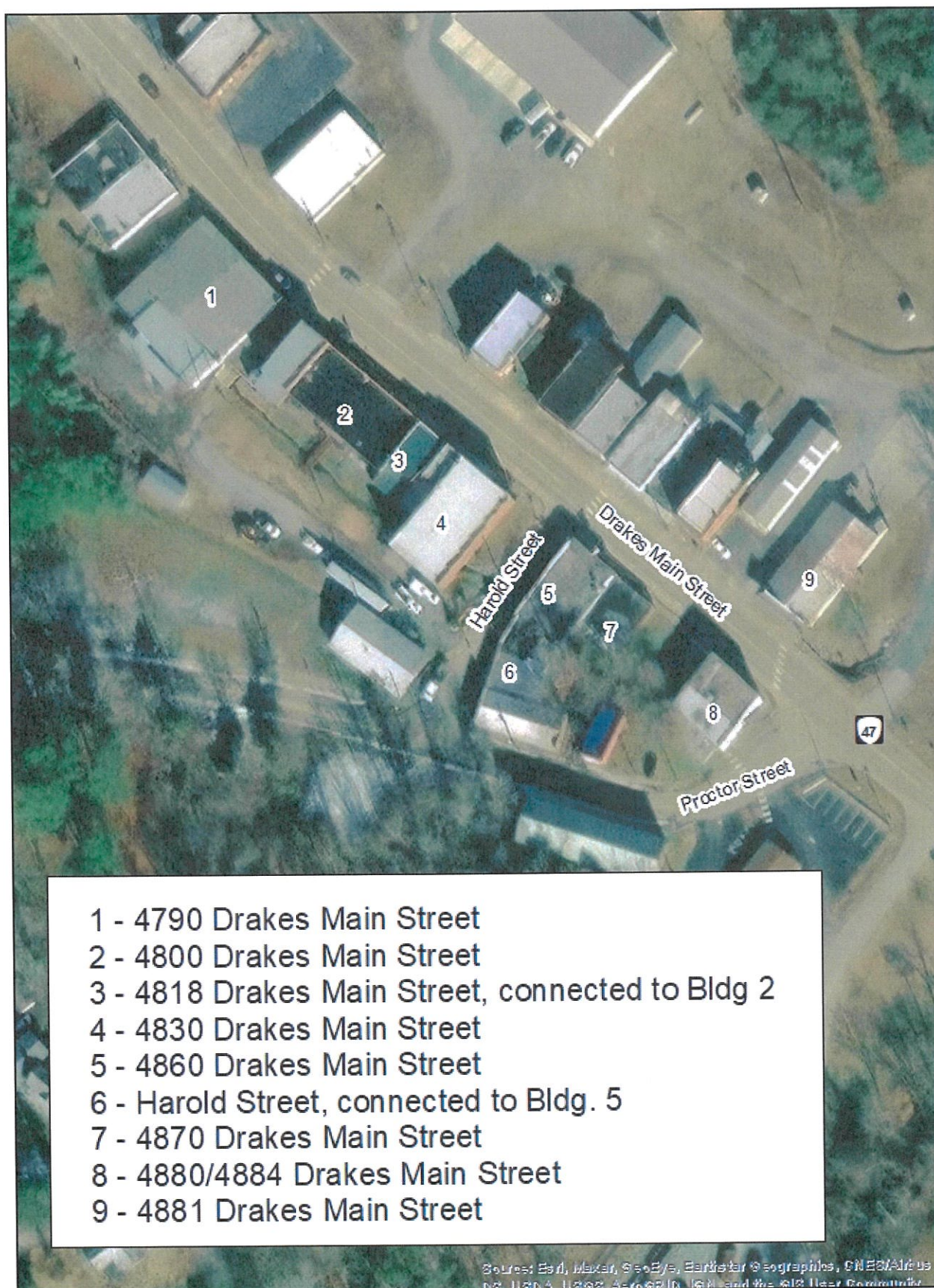
- Building 4: Privately owned property
 - Appraisal completed.
 - Title search completed.
 - The owner has signed an agreement to sell the property to the Town. The sale has been completed. CRC staff has submitted a reimbursement request for this sale to VDEM.
 - Hurt & Proffitt (H&P) conducted lead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



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TO: Commonwealth Regional Council

FROM: Lauren J. Pugh, Planning Director

SUBJECT: SEED Innovation Hub Project Update

DATE: February 10, 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 are assembling and submitting closeout reports 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: February 11, 2025 (for dates from January 8, 2024 – February 11, 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.
- Coordinated second interviews for Executive Director with full board, search committee, and candidates.
- Made and cancelled initial hotel stays.
- Asked Raj Patel to arrange hotel accommodations for the candidates and he even comped them.
- Scheduled another meeting in February to vote on the new Executive Director.
- Reached out again to Stephanie Conyers from VRS about the Executive Director being on our VRS and payroll with again no response since 10/10/24.
- Created Budget requests to all seven counties for VHREDA.
- Created an agenda for the upcoming VHREDA meeting.
- Reached out to lawyers about the 501c3, still no news.
- Talked to several search committee members about another potential candidate.
- Had a tour of the SEED Innovation Hub to see the Executive Director's new office.
- Participated in Second Interviews on February 10th with one candidate.
- Talked with Sarah Capps from the Tobacco Commission about a grant to Brand VHREDA.
- Met with Letter Press to discuss the branding and ask them for a quote.
- Called potential Executive Director's references to get feedback on him.

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: February 10, 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 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 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 and is awaiting 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 is working with the CVPC to assemble and submit a budget revision request to the TRRC.

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MEMORANDUM:

TO: CRC Council Members
FROM: Tyler Henderson, Regional Planner
SUBJECT: Status Report – DHCD Regional Broadband Affordability and Adoption Plan
DATE: February 11, 2025

The 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).

Updates:

- The research report, summarizing key findings from the surveys and community meetings, was presented at the January 21 Project Management Team meeting and accepted without changes. This marked the completion of Milestone #2 and made the County eligible to request 50% of the \$175,000 grant funds from DHCD.
- In February, CRC will present the draft structure of the Broadband Affordability and Adoption Plan and seek feedback from the Project Management Team before drafting begins.
- The full draft of the plan will be developed and presented at the March Project Management Team meeting for review and refinement.

This progress ensures the project remains on schedule and aligns with DHCD's funding milestones.



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TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

SUBJECT: Charlotte Court House Lead Service Project

DATE: February 10, 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 has completed the Lead Service inventory review and has submitted an invoice for payment to the Town. The CRC submitted the proper documentation to VDH to close out the loan. Once this has been completed, the CRC will submit proper documentation to request reimbursement.



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TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

SUBJECT: The Town of Crewe Downtown Revitalization Planning Grant

DATE: February 10, 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 will need to schedule two public input sessions related to the project. 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 had to be rescheduled and is expected to be set for late February to early March. 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 estimated completion 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: February 10, 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 – February 10th) by CRC staff:

- CEDS update– The CRC held their first CEDS committee meeting on Friday, February 7th. At the first meeting, CRC staff provided an overview of the CEDS, timeline for project completion, and conducted a SWOT analysis of the region.
- 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



MEMORANDUM

TO: CRC Council Members

FROM: Tyler Henderson
Regional Planner

DATE: February 11, 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:

- **Transportation Coalition Meeting:** CRC staff attended the January 23rd Transportation Coalition meeting in Farmville. During the meeting, CRC introduced the possibility of Farmville becoming an Urban Development Area (UDA) for VDOT and discussed the potential benefits of this designation. Coalition members expressed interest in learning more, and CRC has been asked to present further details at the next meeting. CRC also invited Carson Eckhardt from VDOT to join the next Transportation Coalition meeting in Farmville on February 20, 2025, to provide additional insight into the UDA process.
- **VDOT Coordination Meeting:** CRC staff continue coordination with VDOT, including discussions on the Scope of Work for the upcoming fiscal year. A draft Scope of Work must be submitted to VDOT by March, followed by a resolution for CRC Board approval in April.
- **Reimbursement Requests:** CRC submitted the Q2 reimbursement request and resubmitted the Q1 request to correct errors. Additionally, CRC has confirmed receipt of the Q3 and Q4 reimbursements from FY 2024.
- **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.

The CRC remains committed to supporting regional transportation planning efforts and will continue working with local and state partners to advance transportation initiatives in the region.

cc: Christin Jackson, Executive Director, CRC



MEMORANDUM

TO: CRC Council Members

FROM: Tyler Henderson
Regional Planner

DATE: February 11, 2025

SUBJECT: Southeast Crescent Regional Commission Program– Monthly Update

The Commonwealth Regional Council (CRC) continues advancing 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 providing critical grant writing and administration services for localities and nonprofit organizations throughout the region, assisting with projects that foster economic growth and community development.
- **Comprehensive Planning:**
 - Lunenburg/Kenbridge/Victoria Joint Comprehensive Plan Update: The final Joint Comprehensive Plan has been completed and printed for public review. Copies are available at local government offices and libraries, and public hearings have been scheduled for March 11 (Victoria), March 13 (Lunenburg County), and March 18 (Kenbridge) to gather community input before final adoption.
 - Buckingham County Comprehensive Plan Update: CRC staff attended the January 27 Planning Commission Work Session, where the entire draft plan was reviewed, and no changes were suggested. CRC staff also attended the February 10 Board of Supervisors meeting, where the Board decided to hold a joint work session with the Planning Commission to begin reviewing the plan before scheduling a public hearing. The first joint work session is scheduled for March 17.
 - Amelia County Modified Comprehensive Plan Update: CRC staff participated in a January 23 working session to review revisions to the Transportation section, provide an update on the survey results, and discuss map revisions for the Natural Resources section. The community survey has now closed, with a total of 509 responses received. The next meeting will include a presentation of requested changes to the Transportation section, a review of the draft survey summary report, and a draft of the Natural Resources section.
- **Broadband Affordability and Adoption Plan:** CRC staff presented the survey summary report, which compiled data from 210 survey responses and feedback from seven in-person and one virtual community meeting, to the Project Management Team for review. CRC has now begun developing the plan, using the survey results and additional research to draft key sections.
- **SCRC Cooperative Agreements for FY25:** SCRC has confirmed that operations will continue at full capacity with no interruptions to grant administration or program implementation. However, cooperative agreements for FY25 have not yet been issued as SCRC works through the budget process. A quorum meeting between state leaders is expected to provide further clarity on funding.

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: February 10, 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 January 6, 2025:

Status Update

- USDOT, RAISE Grant: The CRC assisted Prince Edward County with a grant application to conduct a 460 Interchange study.
- Virginia Housing, Regional Housing program: The CRC is partnering with Piedmont Habitat for Humanity to submit a grant application to construct 10 homes in four counties in our region.
- DHR, VA250 Grant: The Town of Blackstone was notified that they were **not awarded** a grant 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. The CRC has requested review comments from DHR to better understand why they were not awarded.
- Virginia Food Access Investment Fund (VFAIF): Prince Edward County and 5 Pillar Meats were notified that they were **not selected to move forward with a full application**. The pre-application was for the purchase of equipment for a meat processing facility.

Awaiting Approval

- 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
- 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
VDH, Rescue Squad Assistance Fund (RSAF)	Open – Closes on 3/17/25
TRRC, Southern Virginia Program	Open – Closes on 3/6/25
VOF, Preservation Trust Fund	Open – Closes on 3/18/25
VDOF, Virginia Trees for Clean Water	Open - Rolling Basis
VDACS AFID Planning Grant	Open- Rolling Basis
VA Housing, Accessibility Grant FY 25	Open – closes on 5/31/25
VA Housing, Community Impact Planning Grant	Open – closes on 5/31/25
VA Housing, Community Impact Stabilization & Deconstruction	Open – closes on 5/31/25
VA Housing, Innovation Grant	Open – closes on 2/19/2025
VA Housing, Capacity Building Grant	Open – closes on 5/31/25
VA Housing, Workforce Housing Investment Program	Open – Closes on 3/3/25
VA Housing, Regional Housing Program	Open – Closes on 3/3/25
VTC, Marketing Leverage Program	Open – Closes on 3/13/25
VTC, DMO Marketing Grants	Open – Closes on 3/13/25
VDEM, VA Emergency Shelter Fund Upgrade Assistance Grant Fund	Open– Closes on 2/14/25
Virginia Food Access Investment Fund (VFAIF)	Open - Full App. (Invitation only) Closes on 2/28/25
DHR, Virginia Black, Indigenous, and People of Color Historic Preservation Fund (BIPOC)	Open - Pre-App. Closes on 3/28/25, Full. App. Opens on 4/8/25
<i>*Programs with rolling submissions include: EDA, USDA, Virginia Housing, GO Virginia, DHCD, Tobacco Commission TROF, VEDP, etc.</i>	

Staff Recommendations

Staff

Agency/Locality

Project Description

Requested Ad

Recommendation

VDH/State of VA

VPD ODW-25-01 Emerging Contaminants in Small or Disadvantaged Communities

Comment

No Comment

[illegible]

DEQ/Lunenburg

Disposal and Recycling Services of Lunenburg Sanitary Landfill Submitted a major

Comment

No Comment

County

permit modification application on Sept 16, 2024 to increase daily disposal limit

of the facility from 1,500 tons to 2,000 tons per day.

Blackstone/GFCO

Town of Blackstone will consist of abandoning the existing 18" cast-iron water supply

Comment

No Comment

USDA/Rural

and replace it with a new 18" PVC raw water supply line Parallel to the existing one

Development

within the existing utility easement.

DEQ/Middlesex

BIL	CZM FY2 Habitat Protection and Restoration Competition:
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Comment

No Comment

Middlesex Bushy Park Proposal

NOTE: Virginia Pollutant Discharge Elimination System -VPDES)

CONTROL SHEET ITEMS:

(Statewide Applications)

Review Only - Action Not Required