



Meeting Agenda
Commonwealth Regional Council
Wednesday, May 21, 2025 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 from April 16, 2025, Council Meeting, (pg 1)..... Council Members
- V. Treasurers' Report – February Financial Statements, (pg 12)..... Treasurer Davis
- VI. Report of Officers, Committees & Executive Director
 - A. Chairman's Report..... Chairman
 - B. Executive Director's Monthly Activities Report, (pg 16) Exec Director
 - C. Resolution for Chowan River 1 Water Plan (pg 17) Exec Director
- VII. Scoping the Future – Discussion of Innovative/Regional Ideas, (pg 18)..... Exec Dir/Council Members
- VIII. Old Business
 - A. Staff Monthly Project Reports
 - 1) Update on Watershed Implementation Plan (WIP) Phase III (pg 19).....Ethan Bowman
 - 2) Update on Buckingham County Comprehensive Plan (pg 20)..... Matt Swartout
 - 3) Update on Lunenburg County Comprehensive Plan Update, (pg 21).....Matt Swartout
 - 4) Update on CRC Affordable Workforce Housing Development Program, (pg 22).....Lauren Pugh
 - 5) Update on Amelia County Comp Plan, (pg 25)..... .Lauren Pugh
 - 6) Update on Regional VATI Grant for Cumberland, Lunenburg & Prince Edward, (pg 26).Lauren Pugh
 - 7) Update on Drakes Branch Building Acquisition Project, (pg 27) Lauren Pugh
 - 8) Update on Longwood SEED Innovation Hub Project, (pg 30) Lauren Pugh
 - 9) Update on Creation of Virginia's Heartland Regional Economic Development Alliance (VHREDA), (pg 31)..... .Christin Jackson
 - 10) Update on Central Virginia Poultry Cooperative TRRC & AFID Grants, (pg 32)..... .Lauren Pugh
 - 11) Update on Regional DHCD Broadband Affordability and Adoption Plan, (pg 33).....Ethan Bowman
 - 12) Update on Town of Crewe Downtown Revitalization Planning Grant, (pg 34).....Lauren Pugh
 - 13) EDA Planning and Local Technical Assistance Program, (pg 35).....Lauren Pugh
 - 14) VDOT Rural Transportation Planning Program (pg 36).....Matt Swartout
 - 15) SCRC, LDD Program (pg 37).....Ethan Bowman
 - 16) Drakes Branch Comp Plan Update (pg 38).....Lauren Pugh
 - 17) Council Member Comments
- IX. New Business.....Chairman
 - A. Staff Reports
 - 1) Update on Grant Writing, (pg 39).....Ethan Bowman
 - 2) CRC Rebranding (pg 42)Christin Jackson/Ethan Bowman
 - 3) Regional Reassessment Possibilities (pg 44)..... ...Christin Jackson/Lauren Pugh
 - 4) Council Member Comments
- X. Commonwealth Intergovernmental Review Process, (pg 46) Christin Jackson
- XI. Other Business
- XII. Council Member Comments
- XIII. Adjourn – **Next Meeting Date –Wednesday, June 18, 2025, at 8:30**
CRC Conference Room

Commonwealth Regional Council

**CRC Conference Room
Keysville, Virginia
April 16, 2025**

Welcome & Call to Order

The Chairman, Mr. Hankins, called the meeting to order at 8:28 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

Charlotte:

Mr. Noah Davis

Mr. Noah Davis
(Treasurer)

*Mr. Walt Bailey

*Mr. Walt Bailey

Cumberland:

Mr. John Newman

*Mr. John Newman

*Mrs. Eurika Tyree

*Mrs. Eurika Tyree

Lunenburg:

Mr. Mike Hankins

Mr. Mike Hankins
(Chairman)

*Mr. Jonathan Chumney

*Mr. Jonathan Chumney

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

Hampden-Sydney College:

**VACANT

**VACANT

NOTE: *Denotes Alternates

**Denotes Non-Voting Member Attending

Member County Administrators Present

Mr. Dan Witt, Charlotte County (V)

Mr. Steve Bowen, Nottoway County (V)

Mr. Eric Pollitt, Amelia County (V)

Mr. Derek Stamey, Cumberland 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. Matt Swartout, Regional Planner

Mr. Ethan Bowman, Regional Planner

GUESTS:

Mr. Tony Matthews, Kenbridge Town Manager

Mr. Phil Miskovic, Town of Crewe Town Manager (V)

(V) Denotes attendees who participated virtually.

Approval of Minutes of March 19, 2025, Council Meeting:

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

Treasurer's Report:

March: Mr. Emert moved, and Mr. Garrett seconded to approve the Treasurer's Report as presented. Motion carried.

Report of Officers, Committees & Executive Director:

Election of new CRC Treasurer: Mr. Garrett nominated Noah Davis (Charlotte County Board of Supervisors) for the Treasurer and Mr. Emert seconded. Motion carried.

Chairman's Report: There were none.

Executive Director Monthly Activities Report: Ms. Jackson stated she attended the Victoria Town Council and Planning Commission Joint Public Hearing on the Comp Plan with Ms. Pugh, and it was approved. Ms. Jackson stated she participated in the Chesapeake Bay DEQ Quarterly Meeting and held a Hazard Mitigation Update Meeting with several localities that were interested in some grant funding. Ms. Jackson said she participated in the VDEM Hazard Mitigation Mini Session hosted by Southside Planning District and submitted a letter and Scope of Work to SCRC for this year's funding. Ms. Jackson stated she wrote a Sentara grant application for Charlotte County Meals on Wheels and worked with Mr. Swartout and Dr. Moore from Crossroads to get a Sentara grant application submitted for them for generators as well. Ms. Jackson stated she attended the VA DEQ Chowan River 1 Regional Planning Unit Kick-off for the State Water Supply Plan and hosted the VA DEQ Roanoke River 3 Regional Planning Unit Kick-off for the State Water Supply Plan. Ms. Jackson stated she attended the VAPDC Federal Issues Information Sharing and hosted a BOOMS meeting with partnering PDC's to establish understanding and potential interest. She also created talking points on BOOMS for PDC's to share with Towns. Ms. Jackson stated she participated in the VA Flood Protection Master Plan meeting. Ms. Jackson stated she collaborated with Dr. Maria Almond to apply for two OAA funded grants for Prince Edward and Nottoway Counties, one for VA Piedmont Health District and one for the Regional Jail's McShin Recovery Program. Ms. Jackson said she assisted Charlotte Court House and the Town of Keysville to get on VDEM's list to have assessments done of their critical facilities, so that there may be future grant opportunities. Ms. Jackson stated she worked to get a FEMAGO grant for Prince Edward from 2019 closed out. Ms. Jackson stated she attended the Centra Mandatory grant meeting with CRC Staff in preparation for grant applications and attended the SCRC LDD Technical Assistance Training and portal training. Ms. Jackson stated she received quotes from accounting agencies to reconcile our checking accounts and worked with Ms. Newton to get old QB data downloaded to our server. Ms. Jackson said she sent a quote out to Lancer printing for the DHCD Broadband Regional Plan. Ms. Jackson stated she participated in a Revize website meeting to get an idea of what we might need for CRC – ADA Compliance is an issue with our existing website. She participated in several TPM meetings and a kick-off meeting with Chmura.

Scoping the Future - Discussion of Innovative/Regional Ideas: Ms. Jackson stated a report was included in the Council packet. Ms. Jackson explained the items highlighted in the report; the CRC staff were still actively looking for ideas and providing support for these items. Mr. Hankins suggested adding major construction projects to the list.

Old Business:

Staff Monthly Project Reports:

Update on Watershed Implementation Plan (WIP) Phase III: Ms. Pugh stated that a report was included in the Council packet. Ms. Pugh stated the CRC staff completed and submitted the DEQ WIP programs Scope of Work for the 2026 year. Ms. Pugh stated that the DEQ requires the draft 2026 Scope of Work to be submitted by March 28, 2025, to DEQ staff for review and the Final Scope of Work will be due in September 2025. Ms. Pugh stated CRC staff attended a DEQ WIP program meeting on March 12th with other PDC's participating in this program. Ms. Pugh stated the CRC staff assisted the Town of Keysville to submit a pre-application to VDEM's Hazard Mitigation Grant Program to purchase a generator for the wastewater treatment plant. Ms. Pugh said the Town has been approved to move forward with submitting a full application, which is due by July 18th.

Update on Buckingham County Comprehensive Plan Update: Mr. Swartout stated that a report was included in the Council packet. Mr. Swartout stated the CRC staff attended a joint work session with the Board of Supervisors and the Planning Commission on March 17th. Mr. Swartout stated at this meeting, they reviewed the entire plan prior to scheduling a public hearing and there were a few

requested changes to the plan. Mr. Swartout said the CRC is working on those changes and once completed, the CRC will work with County staff to set a public hearing date for the Planning Commission.

Update on Lunenburg County Comprehensive Plan Update: Mr. Swartout stated that a report was included in the Council Packet. Mr. Swartout stated the attended and presented at the following joint public hearings:

- 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

Mr. Swartout stated all three Planning Commissions recommended the Comprehensive Plan for approval to their respective Town Councils and Board of Supervisors. Mr. Swartout stated the Town Councils and Board of Supervisors approved the Comprehensive Plan and the CRC is working with County and Town staff to finalize the plan with resolutions to prep the plan for printing.

Update on CRC Affordable Workforce Housing Development Program: Ms. Pugh stated that a report was included in the Council packet. Ms. Pugh stated that Ashley Way homes in Keysville have completed the foundations for all five homes and all have been set. Ms. Pugh stated the partner family in Cumberland has been approved by USDA, and Piedmont Habitat ordered their home through Cardinal Homes and Piedmonts contractor demolished the existing burned down home that is on site. Ms. Pugh stated Southside Outreach plans to close the bid in Mid-April for the construction of the next three homes in the Town of Blackstone.

Amelia County Comprehensive Plan Update: Ms. Pugh stated that a report was in the Council packet. Ms. Pugh stated the CRC staff attended a Planning Committee meeting on March 18th. Ms. Pugh stated at this meeting the CRC staff reviewed the draft survey summary report and the future Land Use Map. Ms. Pugh stated a few requested changes to the future Land Use Map were made. Ms. Pugh stated the next Planning Committee meeting will be on April 24th. Ms. Pugh stated at this meeting that the CRC will review the changes to the future Land Use Map and Transportation Section and review the draft of the Natural Resource Section.

Update on VATI Grant for Cumberland, Lunenburg, and Prince Edward: Ms. Pugh stated that a report was included in the Council packet. Ms. Pugh stated that Planet Networks is currently working with contractor crews to fix damage across all three counties and Mr. Boyle (CEO of Planet Networks) advised that he is focusing on repairing the damage created by these crews prior to building new areas. Ms. Pugh stated in February that there was an ice storm that was experienced through most of Planet Network's South Central Virginia service area. Because of this, Planet Network had to complete repairs to these areas. Ms. Pugh stated the CRC staff had a meeting with DCHD staff to discuss the progress of the project. The Project Management Team meets monthly to discuss the project. The team includes local staff, CRC staff, Planet Network staff, and DHCD staff. The next meeting is scheduled for April 18, 2025.

Update on Drakes Branch Building Acquisition Project: Ms. Pugh stated that the report was included in the Council packet. Ms. Pugh gave the following update: the CRC assembled and submitted a

budget revision on behalf of the Town to cover the Lead and Asbestos activities. The CRC corresponded with VDEM staff on the budget revision request. At the request from VDEM, CRC assembled and submitted the detailed budget breakdown to VDEM staff for approval. CRC also completed two quarterly reports for this project.

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 several close-out reports to the EDA for approval. The LUREF staff are awaiting the submittal of the final invoice from the contractor to close this grant. Since the deadline for closing out this grant was reached, a second extension on this project was filed and approved. The project will now have until July 2025 to be closed out. CRC staff are assembling the quarterly report.

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 paid CRC \$50,000 - \$24,000 for Administration and \$26,000 as part of the \$88,571.76 to be repaid to CRC. Ms. Jackson stated she collaborated with Doug Stanley to create a Contract for the new Executive Director, and she sent the Contract to Elder and Watkins for review and updates and then to the full Board for approval. Ms. Jackson stated Contract was approved and signed by Alex McCoy and his official start day was April 14th, 2025. Ms. Jackson stated she got Zackary McKinney Technologies to set up a Microsoft License and monthly maintenance contract for his computer support and data safety and connected Zac McKinney with Sheri McGuire and Longwood University IT to get him on their system to establish printing and security. Ms. Jackson stated she purchased Alex a new cell phone, so that we could create business cards for him. Ms. Jackson stated Mr. Bowman and Mr. Swartout did an amazing job creating Alex's business card. Ms. Jackson stated the CRC staff set up his phone and she set up a meeting with Chuck Dowdy of Northwestern Mutual Insurance to get Alex Term Life Insurance and a Long-Term Disability policy. Ms. Jackson stated this was approved by the VHREDA Board and by Alex. Ms. Jackson stated she picked Alex up on Saturday, April 12th at 7:00 to take him to Richmond Airport to fly back to Ohio and get his truck and drive back to Virginia before the 14th. Mr. Hankins suggested Mr. McCoy come to a Board meeting so everyone could meet him.

Update on Central Virginia Poultry Cooperative TRRC & AFID Grants: Ms. Pugh stated the CRC has received the \$325,000 Advancement and has expended \$103,326.52. Ms. Pugh stated the CRC submitted the advancement request (request #3) to the TRRC for final approval. Ms. Pugh stated that the staff from the TRRC, CVPC, CRC, and VA FAIRS held a meeting to discuss the request and the rate at which the TRRC funds have been expended. Ms. Pugh explained that the CVPC, CRC, and TRRC teams are currently addressing this issue to define a timeline for when a farm is deemed profitable. During this process, they are unable to submit additional expenses to the TRRC for reimbursement.

Update on Regional DHCD Broadband Affordability and Adoption Plan: Mr. Bowman stated a report was included in the Council packet. Mr. Bowman gave the following updates:

Final Project Management Meeting Held (April 7, 2025)

- CRC is waiting for quotes from multiple printers, as per our procurement policies.
 - Printing 750 copies of the plan
 - 100 per county, and 50 to keep at the CRC

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 Lead Service inventory review and has submitted an invoice for payment to the Town. Ms. Pugh stated the CRC submitted the proper documentation to VDH to begin the loan closeout process and Charlotte Court House has executed the required documentation to close out the loan. Ms. Pugh stated the CRC and Charlotte Court House staff assembled and submitted the first reimbursement request to VDH and are awaiting 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 that in preparation for the CBDG application, the Town scheduled two public input sessions related to the project. Ms. Pugh stated one on March 3rd, where the CRC staff held the first public hearing and presented information explaining the CDBG program, national objectives of the program, and the status of the planning grant. Ms. Pugh stated the second public hearing date was on April 14th and at this public hearing, the consultants explained how the proposed project responds to the CDBG program and provided an explanation of the proposed project. Ms. Pugh stated the Town Council approved the Master Plan for the project.

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 that the CRC staff are currently conducting an economic analysis of the region in preparation for the April 25th meeting.

Update on the VDOT Rural Transportation Planning Program: Mr. Swartout stated that the report was included in the Council packet. Mr. Swartout gave an update on the following:

- **Transportation Coalition Meeting:** CRC staff attended the March 20th Transportation Coalition meeting virtually. The discussion consisted of the growing concerns related to transportation in the area. During the meeting, members highlighted increasing transportation challenges and explored potential solutions to improve access and mobility for residents.
- **Draft Scope of Work:** CRC staff submitted the Scope of Work for the upcoming fiscal year. A draft Scope of Work was due to VDOT in March.
- **STARS:** On March 14th, CRC staff attended a VDOT meeting discussing the E 3rd street and the Persimmon Tree Fork Road intersection and the improvements that could be made to reduce the number of accidents.

GIS

- **Inquiry:** On April 2nd, Carson Eckhardt from VDOT helped provide some insight on how to improve the visual appeal of a map showing crash data for amelia county and the process of how to achieve the desired visuals.

Mapping:

- CRC staff have been working on updating and creating GIS based maps for comprehensive plans and other individual projects.
- CRC staff have been developing several maps for Prince Edward County to illustrate the boundaries of each voting district. The maps include labeled roads to clearly define district lines and show the locations of polling places throughout the county.

Mr. Jones expressed concern about two intersections in Amelia County (where accidents happen often) and that he would like an interchange study done.

Update on the SCRC LDD Program: Mr. Bowman stated that the report is included in the Council packet. Mr. Bowman stated CRC continues to provide 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. Mr. Bowman stated the following updates on:

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.

- Currently providing grant Administration services to the Central Virginia Poultry Group

Comprehensive Planning:

- Lunenburg/Kenbridge/Victoria Join Comprehensive Plan:
 - Approved by all Localities
 - CRC is working with localities to print the plan
- Buckingham County Comprehensive Plan:
 - Held a joint work session with CRC, BoS, and Planning Commission
 - CRC is making requested changes
 - Working to schedule a Public Hearing with the Planning Commission
- Amelia County Comprehensive Plan:
 - Held a meeting on 3-17-25, Reviewing Survey Summary and Future Land Use Map
 - CRC will present the updated Natural Resource section, as well as the update Land Use Map next meeting, on 4-24-25

Drakes Branch Comprehensive Plan Update: Ms. Pugh stated a copy of the report was included in the Council Packet. Ms. Pugh stated that the CRC staff held a kick-off meeting with the Planning Commission on March 26th and at this meeting, CRC staff reviewed the comprehensive guidelines and components. Ms. Pugh stated the next work session will be held on April 30th. At this meeting, the CRC will review the tentative timeline for the project, discuss the likes and dislikes from the last comprehensive plan, discuss the community meeting dates and times, and review potential community meeting exercises.

New Business:

Staff Updates: 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:

- **Congratulations Cumberland County** on being **awarded \$32,678.00** for the **VDACS, AFID Infrastructure Grant** to complete Farmer's market amenities.
- **Virginia Tobacco Region Revitalization Commission, Southern Virginia program:**

CRC staff **submitted** a regional grant application that will encompass the **Southern Virginia Tobacco Commission** region. If awarded, this grant will help participating towns establish historic designations, pay the Town's membership dues for VMS, and place buildings into the **BOOMS** database. This grant would help with the costs of hiring consultants to inventory the town's vacant buildings and put them into the **BOOMS** Database. The TRRC granted an extension to submit this grant. For the match, the CRC plans to submit applications to DHCD and Virginia Housing to cover the match costs.

- **Sentara:** CRC staff **submitted** two applications to the Sentara grant:
 - **Crossroads Services** – to purchase generators.
 - **Charlotte County Meals on Wheels** – to purchase food items
- **DEQ, Water Supply Plan:** CRC staff **submitted** an application to complete planning activities for Chowan Region 1, which encompasses the Counties of Brunswick, Lunenburg, Nottoway, and Prince Edward.
- **VDEM, HMGP (Helene):** CRC staff **submitted** two pre-applications for the **HMGP grant**. Both pre-applications were approved to move forward with a full application.
 - **Victoria:** purchase a generator for a water pump to water tank
 - **Keysville:** purchase a generator for wastewater
- **Opioid Abatement Act (OAA)** – CRC staff **submitted** two joint applications for **Nottoway** and **Prince Edward** Counties to support the following activities:
 - Support **Piedmont Health District** – implement opioid abatement activities
 - **Regional Jail's McShin** – rehabilitation program for incarcerated individuals
- The Counties will use OAA funds to match these grants to support this program.
- **Centra:** CRC staff are **assisting** several organizations with applications for the Centra grant:
 - **Charlotte County Meals on Wheels** – purchase additional food items
 - **Drakes Branch Volunteer Fire Department** – TBD
 - **Crossroad Services** – to purchase additional generators
 - **Rice Volunteer Fire Department** – Extrication equipment
- **Congressional Directed Spending:** CRC staff are **assisting** the **Town of Blackstone** with an application to CDS to reconstruct a raw water line.
- **Community Resource Services:** CRC staff are 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 met with staff from Lunenburg County, CRS, and DHCD to discuss potential funding opportunities to fund the PER and construction of the facility including the **CBDG Community Service Facilities Planning Grant** and **Implementation Grant**.
- **Mary E. Branch:** CRC staff shared several grant opportunities with **Mary E. Branch** for the rehabilitation and renovation of the Mary E. Branch Elementary School in Farmville, VA. CRC staff worked with Prince Edward County staff to attend a meeting with CREW Community Center in Mount Jackson, VA to learn more about funding opportunities that the organization used to fund the rehabilitation of an old school into a multi-purpose space.

Upcoming Grant Funding Opportunities: Ms. Pugh stated a report was included in the Council

packet.

CRC Rebranding Initiative – Website, Domain, and Identify Updates: Ms. Jackson stated that a copy of the report was in the Council packet. Ms. Jackson stated that the Commonwealth Regional Council (CRC) needs to undergo a strategic rebranding effort to better reflect our identity, improve public access to our resources, and align with updated accessibility requirements. Ms. Jackson said as part of this initiative, CRC domain should be transitioned, introduce a new professional logo, and initiate a complete website rebuild to enhance visibility, functionality, and ADA compliance. Ms. Jackson stated as for affordability, the CRC attained the DHCD Regional Broadband Affordability and Adoption Plan grant of \$165,000, that was not in the 2024-25 budget. CRC used staff time and printing services that totaled approximately \$25,000, leaving approximately \$140,000 for CRC to use to reinvest within itself. We would like to use a portion of these funds to create a new website. CRC staff have asked for quotes from two providers and are considering either partial or full-in-house creation as well. Ms. Jackson stated the following Proposed Ideas.

Proposed Ideas:

- CRC will transfer ownership of **VirginiasHeartland.org** to the Virginia's Heartland Regional Economic Development Alliance (**VHREDA**) to better represent its regional marketing and economic development mission.
- CRC will acquire a new domain name that clearly aligns with our organization's identity and mission (*e.g., vacrc.org, crcpdc.org pending availability*).
- A new CRC **seal-style logo** is in development to modernize and professionalize our visual identity.
- The current CRC website will be **rebuilt from the ground up**, addressing longstanding issues:
 - Limited visibility on Google and other search engines
 - Outdated navigation and user experience
- The redesigned website will be built with **ADA compliance** in mind to meet new federal accessibility regulations, which go into full effect by the **end of 2026**.

Ms. Jackson also stated that Mr. Bowman has designed a new logo, and the Board could view it on the next page.

Regional Reassessment Possibilities: Ms. Jackson stated that at the March 19, 2025, CRC council meeting, Council members expressed interest in exploring the possibility of establishing a local firm to conduct reassessments for the region and to learn more about this initiative. The CRC has been researching this initiative, coordinating and facilitating meetings, and sparking conversations on this topic. Ms. Jackson gave the following project update:

Accounting Firm for Check Reconciliation: Ms. Jackson stated that a copy of the report was included in the Council packet. Ms. Jackson stated she called various Accounting Agencies in the area to get three quotes. Ms. Jackson explained to each agency that CRC had three checking accounts; one for ACH's and other deposits to come in and two/three transfers per month went to the other two accounts, one account for Payroll, and one account for Billing. There were five people on staff for the payroll account, and they are paid biweekly. There are probably no more than 30 bills paid in a month. The activity of reconciling these three accounts to CRC's QuickBooks system should probably take no more than an hour per month after the first month of set up and catch up. Ms.

Jackson went over the following quotes received:

- **A Plus Tax Accounting** – Keysville, VA – 434-233-0108 – Their Office Manager, Shelly Linkous is QuickBooks Certified and does bookkeeping for other businesses and can do this for CRC for \$32.00/hour.
- **Hill & Davis** – Farmville, VA – 434-392-1801 – Talked to Crystal who said that it would be \$250.00 per month.
- **Creedle, Jones & Associates** – South Hill, VA – 434-447-7111 – They can do it, and it will be about \$195.00 per month

Mr. Emert motioned to approve A Plus Tax Accounting as the CRC's new Accounting Agency for Reconciliation and Mr. Jones seconded. Motion carried.

Regional Reassessment Possibilities:

Project Update:

- To better understand this initiative, the CRC staff reached out to other PDCs across the state and learned that similar efforts have been explored by other regions. Middle Peninsula PDC (MPPDC) even conducted a feasibility study to assess the potential benefits and challenges. The CRC also reached out to Northern Shenandoah PDC (NSPDC) who explored this option as well. Both PDC's selected not to move forward with establishing a regional reassessment firm and instead selected to move forward with a regional reassessment RFP.
- Also in the CRC's research, we learned that the CRC did conduct a feasibility study on this topic back in 2008 and that the topic has been explored in 2014 as well. The CRC is conducting additional research to learn more about the outcome during this time and why this initiative did not move forward.
- CRC staff are also in the process of researching other localities in the state that have their own reassessment offices and if any of these offices cover multiple counties.
- The CRC has set up a meeting with County staff to facilitate a deeper discussion on this topic and gauge interest in moving forward with this initiative. This meeting will be held on April 17th.

Council Member Comments: There were none.

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

Other Business: Mr. Bailey stated that with his role in Public Safety at the State Level, he has participated in several meetings about not enough cell towers in rural areas. Mr. Bailey stated the lack of coverage for first responders to communicate with is compromised and it is posing safety issues in these areas. Mr. Bailey stated that the DHCD Broadband will have a grant opportunity opening after July 1st to build towers in rural areas. Mr. Bailey suggested all County Representatives should become involved, and the CRC was asked to check into the grant more.

Council Member Comments: Mr. Hankins stated that Charlotte County and Lunenburg County were leaving the Virginia Growth Alliance. Mr. Hankins explained the VGA was dissolving and would end by July 1st.

Adjournment, Next Meeting: The meeting adjourned at 9:42 a.m. The next meeting was set for Wednesday, May 21st, 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 April 1, 2025 thru April 30, 2025

<u>Cash on Hand</u>	<u>Period Ending</u>
Total Income	\$ 68,004.01
Total Expenses	\$ 43,805.64
Net Balance	\$ 24,198.37
Cash on Hand	\$ 1,345,002.79

Account Balances as of April 30, 2025

<u>CRC Accounts</u>	
Truist 4425 (M1)	\$ 1,026,860.46
Truist 4301 (PR)	\$ 1,865.85
Truist 1827 (Oprtg)	\$ 8,221.50
Benchmark (M2)	\$ 237,904.12
Benchmark (CD1)	\$ 55,101.56
Benchmark (CD2)	\$ 15,049.30
	\$ 1,345,002.79

Prepared by: Wendy Newton, May 13, 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.

*47060/70045 VH PDC Housing Program Funds -

*47070/79036 VATI Regional Broadband Grant -

*47081/79047 CVPC AFID PG -

COMMONWEALTH REGIONAL COUNCIL

Actuals: FY_2024_2025

April 2025

	Total
	Actual
Income	
40000 Revenue	
43000 Local Member Investment	
43010 Amelia Local Member Investment	
43020 Buckingham Local Member Investment	
43030 Charlotte Local Member Investment	
43040 Cumberland Local Member Investment	
43050 Prince Ed Local Member Investment	
43060 Lunenburg Local Member Investment	
43095 Nottoway Local Member Investment	
Total 43000 Local Member Investment	\$ 0.00
Total 40000 Revenue	\$ 0.00
44000 DHCD - VA Regional Corporation	
45000 Project Funding	
45880 CRC Regional Haz Mit Plan Updat	
45955 PDC Housing Program	2,792.09
45985 VATI Regional Broadband Grant	
45993 VATI Audit funds	
45995 Drakes Branch HMGB Buliding Acq/Demo -	
VDEM Grant Admin	
45996 Buckingham Comp Plan Update 23	
45997 Lunenburg Comp Plan Update 24	25,000.00
45999 Longwood SEED Inn Hub Admin	
46083 Drakes Branch Comp Plan Update	
46084 CRC REDO Oversight & Fiscal Management	
46085 CCH VDH Lead Service Line Admin	
46086 Crewe PG CRC Admin	
46087 SHSP Farmville Camera Admin	
46088 VHREDA Private Campaign Costs	1,988.92
Reimbursement	
Total 45000 Project Funding	\$ 29,781.01
46000 Other Funding	
45770 DEQ WIP Assistance (3)	
46010 VDOT-Transport Planning	
46040 Interest Income	49.65

46081 EDA Technical Assistance Fund	38,173.35
46082 SCRC LDD FUNds	
Total 46000 Other Funding	<u>\$ 38,223.00</u>
Total Income	<u>\$ 68,004.01</u>
Gross Profit	<u>\$ 68,004.01</u>
Expenses	
71000 Personnel Costs	
71010 Salary Distribution	25,538.44
71040 Payroll Expenses (SS/FICA)	1,957.32
71150 Unemployment Ins.	
71200 VRS Contribution	5,862.80
71350 Staff Travel - Training/Conferences	325.00
71400 Workmens Comp Ins	
71500 Group Health Insurance	3,430.19
71600 Life Insurance	20.40
71700 Other Staff Costs	
71750 Employee Cell Phone Stipend	250.00
Total 71000 Personnel Costs	<u>\$ 37,384.15</u>
720.00 Bank Charges/Fees	8.00
72000 Office Operations	
72005 Cleaning & Maint.-Bldg	400.00
72010 Lease Costs	1,200.00
72015 Utilities	353.78
72020 Telephone/Internet Costs	282.35
72030 Postage and Freight	322.17
72035 Express Mail	
72040 Consumable Supplies	214.02
72050 Dues and Subscriptions	55.00
72060 Office Insurance	
72070 Administrative Costs	48.00
72080 Office Costs - Other	
Total 72000 Office Operations	<u>\$ 2,875.32</u>
73000 Office Equipment	
73010 Office Equipment	
73020 Office Equipment - Lease	233.71
73030 Equipment Maintenance	480.80
73040 Equipment Repair	
73050 Equipment - Other	600.00
Total 73000 Office Equipment	<u>\$ 1,314.51</u>
74000 Auto/Staff Travel	
74020 Staff Mileage - Regular Travel for Meetings	278.14

Total 74000 Auto/Staff Travel	\$	278.14
75000 Meetings/Memberships		
75010 Council Meetings		105.32
75020 Committee Meetings		
75030 Staff Meetings		
75040 Council Memberships		
75050 Other Meeting Costs		
75060 Public Official Insurance Cov.		
Total 75000 Meetings/Memberships	\$	105.32
77000 Collateral Materials		
77010 Web Page Costs		
Total 77000 Collateral Materials	\$	0.00
78000 Local Relations		
78010 Newsletter/Annual Report		
78030 Other/Marketing		
Total 78000 Local Relations	\$	0.00
90000 Other Program Costs		
90010 Planning Project Costs		
90011 EDA, NADO, CEDS, SCRC, Other		458.27
90015 DHCD Broadband AAP		1,381.93
90100 Contingency Costs		
Total 90000 Other Program Costs	\$	1,840.20
Total Expenses	\$	43,805.64
Net Operating Income	\$	24,198.37
Net Income	\$	24,198.37

Tuesday, May 13, 2025 Accrual Basis



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: May 13, 2025

SUBJECT: Update (April 9, 2025 – May 13, 2025)

- Attended VAPDC Board Meeting and Executive Directors' Meeting.
- Submitted a Centra Grant for Rice Volunteer Fire Department for new equipment.
- Presented on the BOOMS program numerous times this month to groups and individual towns.
- Presented funding request to Lunenburg BOS for CRC and VHREDA.
- Worked with Sarah Capps and Heinz Jones on new TRRC Grant application for the ARCH Foundation's Mill Project in Farmville.
- Updated the Chowan River 1 Application and created a resolution for \$11,784.00.
- Worked with FEMA to close out FY2021 Grant for PE Fire Department.
- Hosted Regional Reassessment conversation.
- Met with the VA Tax team about Reassessments.
- Uploaded final reports and plan for DHCD Regional Affordability and Adoption Plan in CAMS.
- Talked to VDOT representative for Amelia County.
- Presented at Richmond and Lynchburg's VDOT 6-Year Planning Meetings.
- Attended the Culpeper, Lynchburg, and Staunton Regional VDOT Locality Day.
- Attended the CEDS Meeting.
- Attended the VATI Management Meeting.
- Submitted two OAA grants for Nottoway and Prince Edward Counties.
- Worked with Ethan Bowman on SCRC 1st and 2nd Quarter Reporting.
- Worked with Matt Swartout on VDOT Reporting.
- Talked to David Blount about Reassessment and his opinion and helped him with a CHIRP Policy.
- Submitted Charlotte County's Meals On Wheels Centra Grant Application.
- Work on CRC Budget.
- Create a new RFP for On-call Consultants with feedback from Counties.
- Went on VATI site visit to Rice to see Planet Network at work.
- Reached out to all DPOR Licensed Assessors to determine interest in reassessing for our region.
- Presented at the VACO Region 3 and 5 meeting in Glen Allen.
- Presented on the BOOMS project to the Amelia Economic Planning Commission who decided to send the resolution to the BOS.
- Presented on the BOOMS project to Brookneal Town Council.



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RESOLUTION
Commonwealth Regional Council
Chowan River Regional Water Plan

WHEREAS, the Commonwealth Regional Council Board of Directors approves the CRC staff to partner with the DEQ to accept the award of \$11,784.00 to do the preparation work to decide who will create the Chowan River Regional Water Plan.

WHEREAS, the Virginia State law has mandated that each locality create their own 5-year water plan.

WHEREAS, the Counties of Brunswick, Lunenburg, Nottoway, Prince Edward, and potentially Charlotte will work with CRC staff to create a gameplan as to by who and how this regional water plan will be created.

WHEREAS, the CRC staff has 90 days after the distribution of funds to complete the activities of the grant application meaning have a Community meeting of Stakeholders from all counties and Towns to decide who is best to create a Water Plan for our Region, if it is a consultant, CRC staff will write and advertise and RFP to get any qualified Consultants, then have a final Community meeting of Stakeholders to decide which consultant will create the actual plan at the best price and how this expense will be split among the Counties in the next phase of the application process.

WHEREAS, if the Counties decide that the CRC should create the plan, the CRC staff must research consultants for the parts of the plans that they have limited experience writing, decide a price, and meet back with the Community Stakeholders and discuss this option and how this expense will be covered by the Counties.


NOW, THEREFORE, BE IT RESOLVED, the Commonwealth Regional Council fully approves the CRC staff to work with Brunswick, Lunenburg, Nottoway, Prince Edward, and potentially Charlotte Counties on the preparation to the creation of the Chowan River 3 Regional Water Plan.

CERTIFICATION

I hereby certify that the foregoing resolution was duly considered by the Commonwealth Regional Council at a Regular Council meeting in Keysville, Virginia, at which a quorum was present and that same was passed by a vote of 6 in favor and 0 opposed, this 21st day of May, Two Thousand Twenty-Five.



James Hankins
Chairman



Christin Jackson
Executive Director
Commonwealth Regional Council



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Scoping the Future List of Innovative/Regional Ideas

Ideas Previously Discussed:

- Building Entrepreneurial Economies (BEE) Grant Program through DHCD
- Aeronautical Grants for Drone Industry
- Triage Emergency Dispatch Program
- Lack of Workforce Training - Ways for CRC to get involved, including working with Southern VA Go Region & SVCC – CRC is currently involved in the Talent Pathways Academy – In the works.
- 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 – DCR is working on this project, and we stay in contact with them in case we can be of assistance.
- 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. The CRC submitted the first DEQ application for the Chowan River 1 Region to start the planning process of the creation of the Regional Plan.
- County Reassessments – How can CRC make this an easier process for its counties? – Staff is has reached out to other PDC's in VA to see what they have done and will share findings with all counties interested. Staff has reached out to VA Tax Team and all DPOR Licensed Assessors.

New Ideas:

- _____
- _____

Note: Items stricken through have been addressed or pursued.



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Nottoway | Prince Edward

MEMORANDUM:

TO: CRC Council Members
FROM: Ethan Bowman, Regional Planner
DATE: May 21, 2025
SUBJECT: Watershed Implementation Plan (WIP) III (Contract VI) – Monthly Update

The Commonwealth Regional Council (CRC) continues to support the Virginia Department of Environmental Quality (DEQ) in implementing Phase III of the Chesapeake Bay Watershed Implementation Plan (WIP) across our region. The following activities have taken place since the last CRC Council meeting:

Activities Undertaken:

- **BMP Task Force Formation:**
 - CRC is working to **establish a regional BMP Task Force** to enhance coordination across jurisdictions. The task force will help identify and prioritize watershed improvement projects and implementation strategies for the region.
- **Outreach & Events:**
 - CRC has **contacted several local Extension Offices and Soil & Water Conservation Districts (SWCDs)** to coordinate **Rain Barrel Workshop** events that promote household stormwater management.
 - CRC staff also met with the **Virginia Department of Forestry (VDOF)** to discuss collaboration on an upcoming **Tree Give-Away Event** to support reforestation and buffer planting efforts.
- **Planning a Regional Grant Day:**
 - CRC is **organizing a Grant Day event** to be held at the CRC office. This event will feature **guest speakers from state and federal agencies** to provide guidance on environmental and infrastructure-related grant opportunities for localities.

COMMONWEALTH REGIONAL COUNCIL
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Keysville, VA 23947 | 434.392.6104 PHONE
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MEMORANDUM

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

FROM: Matt Swartout
Regional Planner

DATE: May 13, 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 initial public hearing with the Planning Commission on April 28th, where the Commission recommended approval to the respective Board of Supervisors. This recommendation will be presented at the next meeting on May 12th, with the goal of setting dates for upcoming public hearings.

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: Matt Swartout
Regional Planner

DATE: May 13, 2025

SUBJECT: Lunenburg County Comprehensive Plan Update – Monthly Update

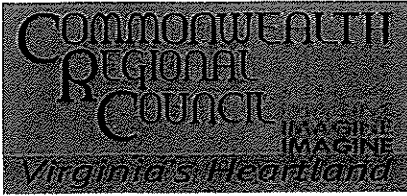
The Commonwealth Regional Council (CRC) continues to assist Lunenburg County, Victoria, and Kenbridge in finalizing the update to their Joint Comprehensive Plan. Since the last update, the following activities have been completed:

- All three Planning Commissions recommended the comprehensive plan for approval to their respective town councils and the Board of Supervisors.
- The town councils and Board of Supervisors approved the comprehensive plan.
- The CRC worked with county and town staff to finalize the plan with resolutions and has begun the printing of the plan.

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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Nottoway | Prince Edward

MEMORANDUM:

TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

SUBJECT: CRC Affordable Workforce Housing Development Program

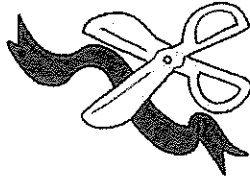
DATE: May 9, 2025

As you are aware the CRC has received \$2 million in grant funds from Virginia Housing to establish 25 affordable and workforce housing units in the CRC region **over a 54-month period (extended to December 31, 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 Buckingham 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 are assembling the May reimbursement request to Virginia Housing. CRC staff also worked with Piedmont Habitat and the Town of Blackstone to assemble and submit an extension request for the Housing project. The CRC requested an extension till December 31, 2025.

- Piedmont Habitat:
 - Ashley Way homes in Keysville –All five homes have been set. The housing contractor is working to complete these homes. There will be an Home Dedication on June 7th at 11:00 AM the invitation is attached.
 - Buckingham – Piedmont Habitat had to switch project site locations for the final house. After a title search was conducted on the property, there were liens on the property that could not be cleared. Luckily, Piedmont Habitat had some property in Buckingham County they were waiting to build on, the house has been ordered through Cardinal homes and is near completion. Grand funds were only being used for the construction of the Cardinal home.
- Smyth Properties – Project Completed.
- Town of Blackstone/ Southside Outreach –Southside Outreach bid out the next three homes for construction. They have selected a contractor.



**Please join us at the Home Dedications for
Shannon, Kasey, Rachel and Shana**



**Saturday, June 7th
11:00AM**

**Ashley Way,
Keysville, VA**

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

**Please RSVP by Wednesday, June 4th
info@piedmonthabitat.org or 434-394-3001**

Directions to Ashley Way

From Farmville,
Continue onto US-15 BUS S/US-360
BUS W
Turn left onto Church St/King
St/Railroad Ave
Pass by Food Lion (on the right)
Turn left onto June Ln
Turn left onto Ashley Way



MEMORANDUM

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

FROM: Lauren J. Pugh
Planning Director

DATE: May 9, 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:

- CRC staff attended a planning committee meeting on April 24th. At this meeting, CRC staff reviewed the changes to the future land use map and transportation section and reviewed the draft of the natural resource section. There were a few requested changes to the future land use map and nature resource section.
- The next planning committee meeting will be held on May 22nd. At this meeting, CRC will review the changes to the future land use map and natural resources section of the plan. The CRC will also discuss the comprehensive plan community meeting and the Goals and Objectives section of the plan.

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



MEMORANDUM

TO: CRC Council Members

FROM: Lauren J. Pugh
Planning Director

DATE: May 13, 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 worked with crews to fix damage across all three counties. Mr. Boyle (CEO of Planet Networks) advised that most damaged repairs have been completed. Planet Networks crews are still conducting an audit of the previous contractor crews work, therefore more damage may be identified and need repairs.
- 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 April 7, 2025, a total of 7,359 passings (out of a target of 11,397 total passings) and 1,709 installs for new customers have been completed. 44 total installations were completed last month.
- CRC, County, and Planet staff met with DHCD for a Quarterly Risk Assessment meeting. This VATI project has been identified as high risk due to the extension request that was authorized in the early part of the project. These meetings will continue quarterly until the project has been completed.
- 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 April 18, 2025.
- Per an agreement with DHCD, CRC and local staff are making quarterly site visits to observe the work being done by Planet Network Crews. CRC, Lunenburg, Prince Edward and Planet Networks staff completed a site visit in Prince Edward County on May 5th. At this site visit, attendees saw crews working in Rice laying fiber for middle mile and last mile installation. Attendees also visited with a splicing crew.

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: May 13, 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.

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. Town and CRC staff have set up a meeting to discuss the next steps to complete this sale.
 - 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.

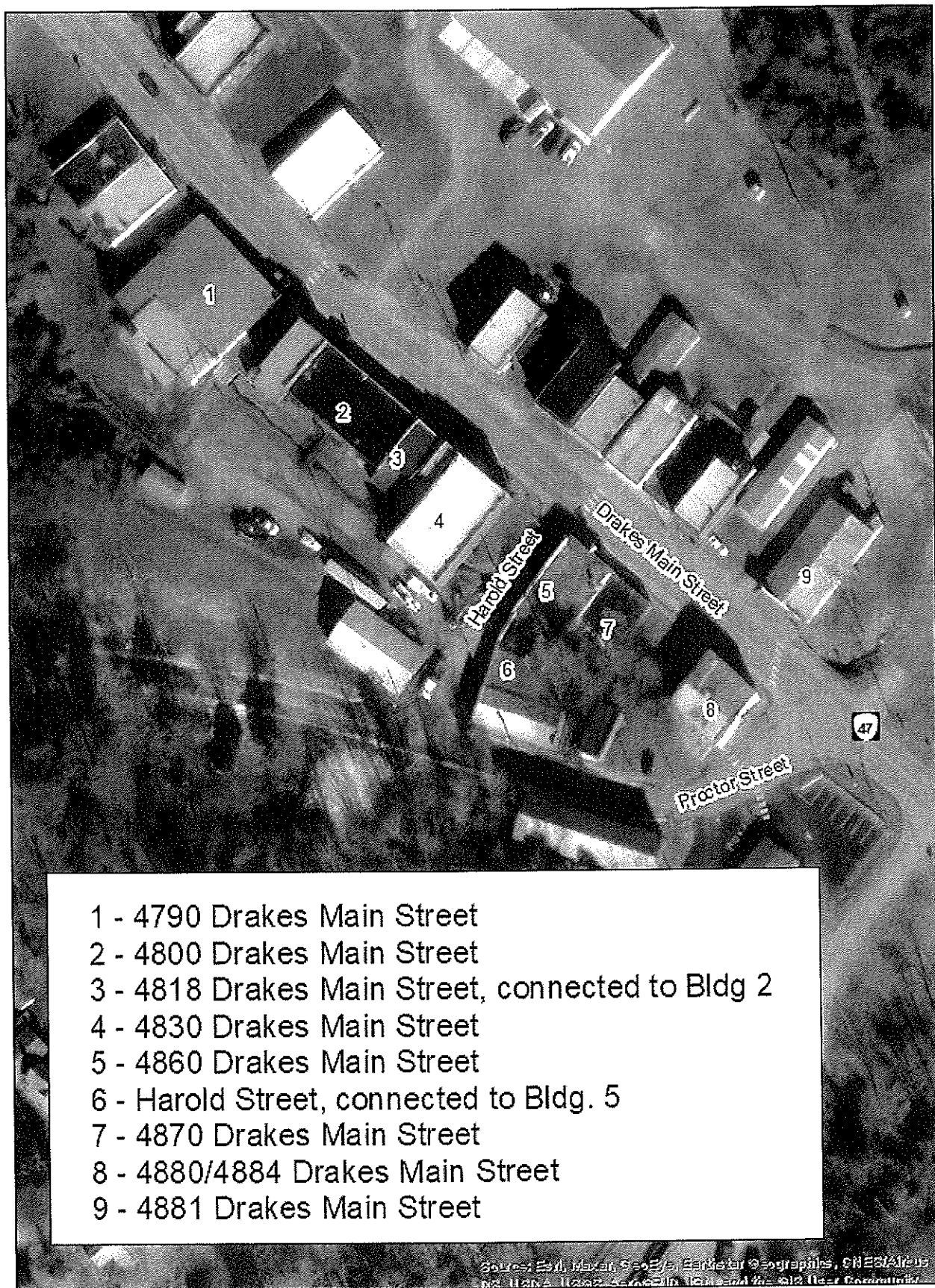
- Building 4: Privately owned property
 - Appraisal completed.
 - Title search completed.
 - The owner has signed an agreement to sell the property to the Town. The sale has been completed. CRC staff has submitted a reimbursement request for this sale to VDEM.
 - Hurt & Proffitt (H&P) conducted lead 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
and 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: May 9, 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 several closeout reports to the EDA for approval. The LUREF staff are awaiting the submittal of the final invoice from the contractor to close out this grant. Since the deadline for closing out this grant was reached, a second extension on this project was filed and approved. The project will now have until July 2025 to be closed out. CRC staff assembled the quarterly report and semi-annual financial report.

Tobacco Commission Funds- The budget revision that was submitted to TRRC staff was approved. CRC staff assembled and submitted another reimbursement request to the TRRC.

GO Virginia Funds –CRC staff prepared and submitted additional match documentation and reimbursement request #3 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: May 13, 2025 (for dates from April 9, 2025 – May 13, 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.

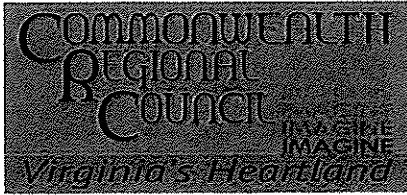
Update:

- 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.
- Prepped for and held a VHREDA full board meeting.
- VHREDA paid CRC \$50,000 - \$24,000 for Administration and \$26,000 as part of the \$88,571.76 to be repaid to CRC. The remainder of the \$88,571.76 was approved to be paid over the next two fiscal years with the negotiated price for administration.
- Saturday, April 12th at 7:00 took Alex McCoy to Richmond Airport to fly back to Ohio and get his truck and drive back to Virginia before the 14th.
- Met Alex McCoy to go to Walmart and get his necessary office supplies.
- Wendy and I worked with QuickBooks to set up a separate account for VHREDA.
- Reached out to VHREDA Board to see if anyone wanted to be a signer on the checking account. Steve Bowen, Chairman will be.
- Ordered Alex McCoy a new credit card and cancelled the first one since he never got it.
- New card came with CRC's Executive Director's name, so ordered Alex McCoy his own card for the account.
- Set up signature card appointments.
- Shared emails with Alex McCoy such as TRRC upcoming grants meeting.
- Discussed some budget items with Alex to help start creating a budget for VHREDA and gave him copies of all the paper work that has been done so far for the organization.
- Tried to set up bill pay to pay A. McCoy his insurance, but that did not work, so we wrote him a check.
- Talked to lawyers about charging for attending VHREDA meetings and advised A. McCoy to take them off of the regular distribution unless they specifically needed a lawyer there.

Establishing VHREDA as a 501c3

- We have the State Corporation Commission Letter, the EIN number, and 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. We are waiting on the IRS to get our notification.

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



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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: May 13, 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 through two grants.

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. The CVPC has been reimbursed for these expenses.

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 of this match. The CRC is awaiting additional reimbursement documentation to reimburse the CVPC.

TRRC #1: The CRC has received the \$325,000 Advancement and has expended \$ 103,326.52. The CRC submitted the advancement request (request #3) to the TRRC for final approval. The CVPC, CRC, and TRRC staff are working through this matter to establish a timeline for at which a farm is considered profitable and are unable to submit new expenses to the TRRC for reimbursement.

TRRC#2: CRC staff are working with CVPC to assemble and submit the first reimbursement request.



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MEMORANDUM

TO: CRC Council Members

FROM: Ethan Bowman

DATE: May 13, 2025

SUBJECT: Status Report – DHCD Regional Broadband Affordability and Adoption Plan

The Commonwealth Regional Council (CRC) has finalized its technical and administrative assistance to Prince Edward County for the creation of the Regional Broadband Affordability and Adoption Plan. This effort was funded by a grant from the Virginia Department of Housing and Community Development (DHCD) and supports broadband planning across Planning District 14 (Amelia, Buckingham, Charlotte, Cumberland, Lunenburg, Nottoway, and Prince Edward Counties).

Final Deliverables and Distribution:

- **Final Plan Submission:**
CRC submitted the completed Final Plan to DHCD through the CAMS grant management system. In addition, two printed copies were mailed directly to the DHCD main office for their records.
- **Printing and Distribution:**
The CRC selected **Lancer Printer** to produce **1000 physical copies** of the plan. Distribution was completed as follows:
 - **Two boxes delivered to each county**, with the exception of **Lunenburg County**, which requested **only one box**.
 - An additional box was delivered to **STEPS, Inc.** to support their community outreach efforts
 - **Three boxes are retained at the CRC office** as backup and for on-demand distribution to stakeholders or partner agencies.

This concludes the CRC's deliverables for the DHCD Regional Broadband Affordability and Adoption Plan. Ongoing coordination with counties may continue as localities implement relevant strategies outlined in the plan.

cc: Christin Jackson, Executive Director, CRC

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TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

SUBJECT: The Town of Crewe Downtown Revitalization Planning Grant

DATE: May 9, 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 have completed the 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 scheduled two public input sessions related to the project. On March 3rd, the CRC staff held the first public hearing and presented information explaining the CDBG program, national objectives of the program, and the status of the planning grant. The second public hearing was held on April 14th. At the second public hearing, the consultants presented the draft plan. The Council voted to approve the plan as presented.

CRC staff are working with Town staff to assemble and submit a pay request for this grant.



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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: May 9, 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 during this biannual reporting cycle (April 1st – May 9th) by CRC staff:

- CRC staff completed the EDA biannual activity and financial report. CRC also submitted the first pay request for this grant cycle.
- CEDS update:
 - The CRC held the second CEDS committee meeting on Friday, April 25th. At this meeting, CRC staff presented the economic analysis of the region and discussed the stakeholders meeting. There were some noted additions to the analysis that staff are working on updating.
 - CRC staff are working with CEDS committee members and VHREDA to develop a stakeholders list for an invitation to the stakeholders meeting.
 - The next CEDS meeting will be held on July 25th at 1pm. At this meeting, CRC staff will review the changes to the economic analysis, review the draft vision statement, and draft CEDS goals.
- Helping Stand up the new Regional Economic Development Organization (REDO) (see separate report)
- The CRC provides grant writing services (See separate report)
- 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 for 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: Matt Swartout
Regional Planner

DATE: May 13, 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 April 24th Transportation Coalition meeting virtually. The discussion consisted of the growing concerns related to transportation in the area. During the meeting, members highlighted increasing transportation challenges and explored potential solutions to improve access and mobility for residents.
- **STARS:** On April 11th, CRC staff attended a VDOT field visit looking the E 3rd street and Persimmon Tree Fork Road intersection and the improvements that could be made to reduce the number of accidents. The CRC staff also attended a meeting on May 14th which provided an overview of the existing conditions analysis as well as traffic forecasting.
- **Six-Year Improvement Program Public Hearings:** CRC staff attended and presented at the FY2026–2031 Six-Year Improvement Program (SYIP) Public Hearings hosted by VDOT. Presentations were given at the Richmond District hearing on April 22nd and the Lynchburg District hearing on April 23rd.
- **VDOT Locality Day:** On April 24th, CRC staff attended the VDOT Joint Locality Day for the Culpeper, Lynchburg, and Staunton districts in Nellysford. The event featured presentations and panel discussions covering key transportation topics such as project funding, Smart Scale scoring, utility coordination, civil rights compliance, and the Six-Year Improvement Program. It provided an important opportunity for CRC to network, stay informed on VDOT initiatives, and engage with district leaders and peers across the region.
- **GIS & Mapping:** CRC staff have been working on updating and creating GIS based maps for comprehensive plans and other individual projects. These range from updating the maps in the Amelia County comprehensive plans transportation section to a map of Drakes Branch's zoning by parcel.

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



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MEMORANDUM

TO: CRC Council Members
FROM: Ethan Bowman

DATE: May 21, 2025

SUBJECT: Southeast Crescent Regional Commission Program— May 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:

Updates:

1. Grant Assistance and Technical Support

- a. CRC continues to provide critical grant writing and administrative support services to local governments and nonprofit organizations throughout the region. These efforts focus on expanding economic opportunity and community capacity.

2. Ongoing Support:

- a. CRC is currently administering grant support for the Central Virginia Poultry Group, helping to manage documentation and submission processes.

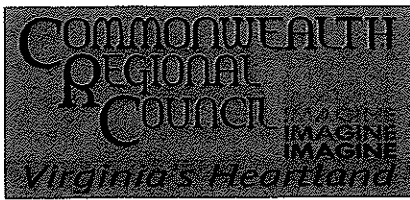
3. Comprehensive Planning

- a. *Lunenburg/Kenbridge/Victoria Joint Comprehensive Plan:*
 - i. Approved by all participating localities.
 - ii. CRC is coordinating the printing and distribution of the final plan.
- b. *Buckingham County Comprehensive Plan:*
 - i. Public hearing held and the Planning Commission recommended approval to the Board of Supervisors.
 - ii. CRC will continue assisting as the plan progresses toward adoption.
- c. *Amelia County Comprehensive Plan:*
 - i. CRC hosted a meeting on April 24, 2025, to review updated Natural Resource sections and revised Future Land Use Map.
 - ii. The next meeting is scheduled for May 22, 2025, and will include discussion of the Introduction, Natural Resources, Transportation, Goals & Objectives, and the Future Land Use Map.

cc: Christin Jackson, Executive Director, CRC

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MEMORANDUM

TO: CRC Council Members

FROM: Lauren Pugh
Planning Director

SUBJECT: Drakes Branch Comprehensive Plan Update

DATE: May 9, 2025

As part of the Commonwealth Regional Council's (CRC) efforts to assist the Town of Drakes Branch's Planning Commission in updating the Drakes Branch Comprehensive Plan. Since the last update, the following activities have occurred:

- CRC staff held a work session with the Planning Commission on April 30th. At this meeting, CRC staff review the tentative timeline for the project, discuss the likes and dislikes from the last comprehensive plan, discuss the community meeting dates and times, and review potential community meeting exercises.
- In preparation for the community meeting, the CRC staff developed, printed, and distributed the community meeting flyer. CRC staff also are working on finalizing the community meeting exercises including updating the latest zoning map.
- The Planning Commission has set the Community Meeting date for May 28th at 7pm in the Drakes Branch Municipal Building.
- The next work session will be held on June 25th. At this work session, the CRC will review the community meeting report and review the draft community input survey and determine dates for distribution.

As always, please feel free to contact us if you have any questions.

cc: Christin Jackson, Executive Director, CRC



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MEMORANDUM

TO: CRC Council Members

FROM: Ethan Bowman, Regional Planner

DATE: May 21, 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 the last update:

I. Awarded / Not Awarded Grants

- **NOT AWARDED - Virginia Housing, Regional Housing Program**
 - In partnership with Piedmont Habitat for Humanity to construct 10 homes in Buckingham County, Farmville, Keysville, and Crewe.
- **AWARDED - DEQ, Water Supply Plan**
 - Application submitted for Chowan Region 1 (Brunswick, Lunenburg, Nottoway, Prince Edward). For Planning activities

II. In Progress (Currently Being Developed)

- VDEM, Hazard Mitigation Grant Program (HMGP)
 - *Victoria*: To fund a generator for a water pump system.
 - *Keysville*: For generator for wastewater infrastructure.
- DHR, BIPOC Preservation Fund
 - *Mary E. Branch School (Farmville)*: To fund stabilization, roof repair, and renovations. CRC staff also participated in a meeting on May 6 with Mary E. Branch to discuss grant opportunities.
- VDOT, TAP Program
 - *Prince Edward County*: Two for Zion Hill Road sidewalk improvement phases I & II.

III. Applications Submitted (Since Last Month)

- **Centra Community Grant**
 - *Rice Volunteer Fire Department*: To fund the purchase of equipment.
 - *Drakes Branch VFD*: To fund air packs, turnout gear, gloves, hoods, hoses, and mounting services.
 - *Charlotte County Meals on Wheels*: To support purchase of food items.
 - *Crossroads CS*: For generators
- **Congressional Directed Spending**
 - *Town of Blackstone*: For the reconstruction of a raw water line.
- **TRRC, Southern Virginia Program**
 - *The MILL Collective (Farmville)*: A planning grant for a feasibility study on the Mill property. CRC is serving as the applicant.
 - *VHREDA*: Branding
- **Virginia State Association of Firefighters / Dominion Energy**
 - *Rice VFD*: For hose purchases.
 - *Keysville VFD*: For a PPV (Positive Pressure Ventilation) fan.

IV. Awaiting Award Notification

(All items previously reported as submitted are retained here unless otherwise noted.)

- **USDOT, RAISE Grant**
 - For Route 460 Interchange Study with Prince Edward County.
- **AFG (Assistance to Firefighters Grant)**
 - *Prince Edward County (Regional)*: Mobile Breathing Air Trailer.
 - *Keysville VFD*: Breathing apparatus.
- **FEMA, FP&S Grant**
 - *Charlotte County Dept. of Public Safety*: Smoke detectors, firefighter medical kits, and accountability equipment.
- **VDCJS, Byrne Justice Assistance Grant**
 - *Charlotte County Sheriff's Office*: Application updated and resubmitted for conditional approval.
- **Virginia Tobacco Region Revitalization Commission (TRRC)**
 - Regional application to support historic designations, VMS dues, and BOOMS database integration.
- **Opioid Abatement Act (OAA)**
 - Joint applications submitted for Nottoway and Prince Edward Counties. To implement opioid abatement activities and fund a rehabilitation program for inmates.
- **Sentara Grant**
 - *Crossroads CS*: For generators.
 - *Charlotte Meals on Wheels*: For food item purchases.

V. Projects on Standby

- *Community Resource Services* – New food pantry project in Lunenburg.
 - CBDG Community Service Facility Planning and Implementation Grants
- *Nottoway County LRA* – Repairs to Camp Pickett Officer's Club.
- *Better Days Farmville* – Facility acquisition support.
- *Town of Kenbridge* – HVAC system for Recreation Center.
- *Curdsville Community Center* – Renovation assistance.
- *Public Parking / Animal Shelter Funding* – Research ongoing

VI. Upcoming Funding Opportunities

- **RWJF Health Equity Grant** – *Robert Wood Johnson Foundation*
Due May 28, 2025 – Research advancing racial and Indigenous health equity
- **TD Bank Capacity Building Fund** – *TD Charitable Foundation*
Due May 30, 2025 – Supports nonprofit capacity for health, community, financial security, and environment
- **Norfolk Southern** –
April – Sept 1 – Safety First Grant for Fire Dept, Thriving Communities Grant for Community Spaces and Local Culture
- **Virginia Housing Grants** – *Virginia Housing*
Due May 31, 2025 – Accessibility, community impact planning, capacity building, stabilization, and deconstruction
- **DHCD – Industrial Revitalization Fund** – *VA Department of Housing & Community Development*
Due May 31, 2025 – Redevelopment of deteriorated industrial and commercial properties
- **Virginia Humanities Rapid Grants** – *Virginia Humanities*
Currently closed. TBD 4x/yr – Short-term funding for public humanities projects
- **DHR – BIPOC Preservation Fund** – *VA Department of Historic Resources*
Open – Rehabilitation of historic African American and Indigenous sites. Pre-App required

- **Rolling Deadlines:**
 - **USDA, EDA, GO Virginia, DHCD, VEDP, TRRC TROF**
 - *Purpose:* Economic development, planning, infrastructure, and revitalization
 - **VDOF – Trees for Clean Water Program**
 - *Administered by:* Virginia Department of Forestry
 - *Purpose:* Supports tree planting to improve water quality
 - **VDACS – AFID Planning**
 - *Administered by:* Virginia Department of Agriculture and Consumer Services
 - *Purpose:* Supports planning for agricultural and forestry development



MEMORANDUM

TO: CRC Council Members
FROM: Christin Jackson/Ethan Bowman
DATE: May 13, 2025
SUBJECT: CRC Rebranding Initiative – Website, Domain, and Identity Updates

The Commonwealth Regional Council (CRC) needs to undergo a strategic rebranding effort to better reflect our identity, improve public access to our resources, and align with updated accessibility requirements. As part of this initiative, CRC domain should be transitioned, introduce a new professional logo, and initiate a complete website rebuild to enhance visibility, functionality, and ADA compliance.

Affordability:

- CRC attained the DHCD Regional Broadband Affordability and Adoption Plan grant of \$165,000, that was not in the 2024-25 budget. CRC used staff time and printing services that totaled approximately \$25,000, leaving approximately \$140,000 for CRC to use to reinvest in itself. We would like to use a portion of these funds to create a new website. CRC staff has asked for quotes from two providers and is considering either partial or full in-house creation as well.

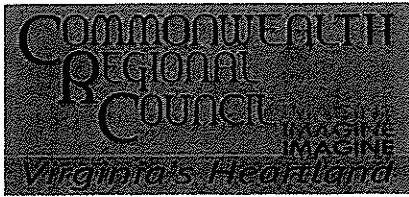
Proposed Ideas:

- CRC will transfer ownership of **VirginiasHeartland.org** to the Virginia's Heartland Regional Economic Development Alliance (**VHREDA**) to better represent its regional marketing and economic development mission.
- CRC will acquire a new domain name that clearly aligns with our organization's identity and mission (*e.g., vacrc.org, crcpdc.org pending availability*).
- A new CRC **seal-style logo** is in development to modernize and professionalize our visual identity.
- The current CRC website will be **rebuilt from the ground up**, addressing longstanding issues:
 - Limited visibility on Google and other search engines
 - Outdated navigation and user experience
- The redesigned website will be built with **ADA compliance** in mind to meet new federal accessibility regulations, which go into full effect by the **end of 2026**.
- The CRC has gotten three quotes for the creation of the new website. There is one more provider that we plan to evaluate, so far Zack McKinney Enterprises seems to be our best option costing CRC no more than \$6,000. We would like to get this started as soon as possible to use the funds earned from the DHCD grant during this same program year.
- Do we need a motion to change the logo and the website and if so, will the board please make that motion for us?

cc: Christin Jackson, Executive Director, CRC

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TO: CRC Council Members

FROM: Christin Jackson and Lauren Pugh

SUBJECT: Regional Reassessment Possibilities

DATE: May 13, 2025

Project: At the March 19, 2025, CRC council meeting, Council members expressed interest in exploring the possibility of establishing a local firm to conduct reassessments for region. To learn more about this initiative, the CRC has been researching this initiative, coordinating and facilitating meetings, and sparking conversations on this topic.

Project Update: To better understand this initiative, the CRC staff reached out to other PDCs across the state and learned that similar efforts have been explored by other regions. Middle Peninsula PDC (MPPDC) even conducted a feasibility study to assess the potential benefits and challenges. The CRC also reached out to Northern Shenandoah PDC (NSPDC) who explored this option as well. Both PDC's selected not to move forward with establishing a regional reassessment firm and instead selected to move forward with a regional reassessment RFP.

Also in the CRC's research, we learned that the CRC did conduct a feasibility study on this topic back in 2008 and that the topic has been explored in 2014 as well. The CRC is conducting additional research to learn more about the outcome during this time and why this initiative did not move forward.

CRC staff is also in the process of researching other localities in the state that have their own reassessment offices and if any of these offices cover multiple counties.

On April 17th, CRC staff facilitated a meeting with all the counties and many Commissioners of Revenue were invited to participate with their County Administrators and staff. We listened to concerns from the Counties and ideas as to how the CRC could help. It was suggested that the CRC reach out to the VA Tax team and get some assistance.

On April 22nd, CRC staff had a meeting with Cory Schaeffer, David Seay, Stephen Klos, and Cynthia Mabe from the VA Tax Team. They said that they thought that we could oversee the assessments, but we must use DPOR Licensed Assessors and that we should check our bylaws and the VA PDC bylaws to make sure that it was legal for the CRC to do this.

CRC staff reached out to the DPOR Licensed Assessors, and they had this input:

- John Atkinson with Visions Governmental Solutions that bought out Wampler and Eanes and Pearson.
 - They would like to get a contract to do all 7 counties on a rotational basis.

- He would like to have a lunch or some round table with all the counties to hear what they need in an Assessor and he would like to speak from the Assessor's perspective as well.
- He said that late RFP's made it hard to gear up for assessments, Assessors need about 18 months to properly plan for assessments.
- Jason Cowan, he is an assessor and a consultant.
 - He says the most expensive and time-consuming part of the assessment are the site visits.
 - He said Caroline County is hiring an in-house assessor and he has helped them with this process.
 - He would like to get a contract to do all 7 of our counties because he is planning to move to Nathalie, VA.
 - He said that the PDC doing the procurement would be a valid option.
 - He has the capability to do Eagle View which is assessments by airplane/drone.
 - He also could do the permits on the new dwelling while doing the assessments year-round. They usually cost \$50-75 per dwelling.
- Mathew Tumlin from Commonwealth Real Estate Appraisal Group.
 - Right now, he is working in Lee County.
 - He would need to know what else Counties expected such as mailing out assessments.
 - He works on a price per parcel basis, he also does family cemeteries, prisons, cell towers.
 - He would like to know the certain type of work each county wants done.
 - How many parcels per county – do they want it bid that way or not?
 - He can do the new permits when doing the regular assessments on a monthly basis.
 - He said Wise County has a full-time assessor and his Group would be cheaper than that.
 - He was going to try to send me Pulaski and Russell Counties RFP, so that I could see what those counties asked for.
- Mike Wingate from Wingate and Associates, Ltd. Called and emailed with me.
 - He basically needed the same questions asked as above to tell me if they could do all counties or not:
 - Number of parcels per County
 - Dates for Reassessments per County
 - Number of Years between Reassessments per County

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