



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

Meeting Agenda
Commonwealth Regional Council
Wednesday, September 17, 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 August 20th, 2025, Council Meeting, **(pg 1)** Council Members
- V. Treasurers' Report – June Financial Statements, **(pg 9)** Treasurer Davis
- VI. Report of Officers, Committees & Executive Director
 - A. Chairman's Report..... Chairman
 - B. Executive Director's Monthly Activities Report, **(pg 13)** Exec Director
- VII. Scoping the Future – Discussion of Innovative/Regional Ideas, **(pg 15)** Exec Dir/Council Members
- VIII. Old Business
 - A. Staff Monthly Project Reports
 - 1) Update on Watershed Implementation Plan (WIP) Phase III **(pg 16)**.....Ethan Bowman
 - 2) Update on Chowan River 1 Water Supply Plan **(pg 17)**..... Christin Jackson
 - 3) Update on CRC Affordable Workforce Housing Development Program, **(pg 18)**..... Lauren Pugh
 - 4) Update on Amelia County Comp Plan, **(pg 19)**..... Lauren Pugh
 - 5) Update on Regional VATI Grant for Cumberland, Lunenburg & Prince Edward, **(pg 20)**.....Lauren Pugh
 - 6) Update on Drakes Branch Building Acquisition Project, **(pg 21)** Lauren Pugh
 - 7) Update on Longwood SEED Innovation Hub Project, **(pg 24)** Lauren Pugh
 - 8) Update on Regional Housing Study **(pg 25)**... Lauren Pugh
 - 9) Update on Central Virginia Poultry Cooperative TRRC & AFID Grants, **(pg 26)**..... Lauren Pugh
 - 10) EDA Planning and Local Technical Assistance Program, **(pg 27)**.....Lauren Pugh
 - 11) VDOT Rural Transportation Planning Program **(pg 28)**.....Matt Swartout
 - 12) SCRC, LDD Program **(pg 29)**.....Ethan Bowman
 - 13) Drakes Branch Comp Plan Update **(pg 30)**.....Ethan Bowman
 - 14) Update on TRRC BOOMS Project **(pg 31)**Christin Jackson
 - 15) Update on TRRC Mill Room Building Project **(pg 32)**Christin Jackson
 - 16) Update on TRRC VHREDA Branding Project **(pg 33)**Christin Jackson
 - 17) Council Member Comments
- IX. New Business..... Chairman
 - A. Staff Reports
 - 1) Update on Grant Writing **(pg 34)**.....Ethan Bowman
 - 2) Presentation of new CRC websiteEthan Bowman
 - 3) Council Member Comments
- X. Commonwealth Intergovernmental Review Process, **(pg 36)** Christin Jackson
- XI. Other Business
- XII. Council Member Comments
- XIII. Adjourn – **Next Meeting Date –Wednesday, October 22, 2025, at 8:30**

CRC Conference Room ***Fourth Wednesday, due to NADO Conference***

Commonwealth Regional Council

**CRC Conference Room
Keysville, Virginia
August 20, 2025**

Welcome & Call to Order

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

Invocation and Introductions

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

ROLL CALL

MEMBER REPRESENTATIVES

PRESENT

ABSENT

Amelia:

Dexter Jones

Mr. Dexter Jones
(Vice-Chair)

*Mr. David Felts

*Mr. David Felts

Buckingham:

Mr. Paul Garrett

Mr. Paul Garrett

*Mr. Karl Carter

*Mr. Karl Carter

Charlotte:

Mr. Noah Davis

Mr. Noah Davis
(Treasurer)

*Mr. Walt Bailey

*Mr. Walt Bailey

Cumberland:

Mr. John Newman

*Mrs. Eurika Tyree

*Mr. John Newman

*Mrs. Eurika Tyree

Lunenburg:

Mr. Mike Hankins

Mr. Mike Hankins
(Chairman)

*Mr. Jonathan Chumney

*Mr. Jonathan Chumney

Nottoway:

Mr. Dickie Ingram

*Mr. Bill Collins

Mr. Dickie Ingram

*Mr. Bill Collins

Prince Edward:

Mr. David Emert

Mr. David Emert
(Secretary)

*Dr. Odessa Pride

*Dr. Odessa Pride

Non-Member Representatives:

SVCC:

**Mr. Keith Harkins

**Mr. Keith Harkins

Longwood University:

**Ms. Sheri McGuire

**Ms. Sheri McGuire

Hampden-Sydney College:

**VACANT

**VACANT

NOTE: *Denotes Alternates

**Denotes Non-Voting Member Attending

Member County Administrators Present

Mr. Karl Carter, Buckingham County

Mr. Steve Bowen, Nottoway County (V)

STAFF

Ms. Christin Jackson, Executive Director

Mr. Matt Swartout, Regional Planner

Ms. Lauren Jones Pugh, Planning Director

Mr. Ethan Bowman, Regional Planner

GUESTS:

Mr. Alexander McCoy, Executive Director, VHREDA

Mr. Tony Matthews, Kenbridge Town Manager

Ms. Monica Elder, Charlotte County Assistant Administrator

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

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

(V) Denotes attendees who participated virtually.

Approval of Minutes of July 16, 2025, Council Meeting:

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

Treasurer's Report:

July: Ms. Jackson reported that total income for the period of July was \$91,057.19, while expenses amounted to \$88,724.78, resulting in a net balance of \$2,292.41. She stated that the organization had \$1,083,895.45 in cash on hand. She clarified that within that total, \$259,210.48 was received from the Tobacco Commission for the Central Virginia Poultry Group, an advance previously discussed by Lauren during the last meeting. Ms. Jackson noted that although Wendy typically includes pass-through funds in the overall total, she wanted to present the exact figures for transparency and clarity. She emphasized that the full cash-on-hand amount of \$1,083,895.45 was accurate, with the designated \$259,000 included within those accounts. She concluded by referencing a broader financial figure, stating that the true total stood at \$764,832.89. Mr. Emert moved, and Mr. Jones seconded to approve the Treasurer's Report as presented. **Motion carried.**

Report of Officers, Committees & Executive Director:

Chairman's Report: Mr. Hankins provided an update following his attendance, alongside Christin, at the Virginia Association of Planning District Commissions (VAPDC) annual board meeting. This event serves as the sole in-person meeting of the year for the VAPDC board and spans two days. Mr. Hankins stated that key highlights of the meeting included a leadership update. Mr. Hankins explained that approximately six to eight months ago, a succession plan was informally established for Mr. Hankins to transition from Vice Chair to Chair, succeeding Mr. Duane Tuggle due to health concerns. Mr. Tuggle has since undergone a successful kidney transplant and is recovering well. Given his improved health, Mr. Tuggle was re-elected to serve another term as Chair and Mr. Hankins will continue in his role as Vice Chair. Mr. Hankins highlighted the discussion on Water Resources. Mr. Hankins stated that a significant portion of the meeting focused on water infrastructure and resource management across Virginia. Mr. Hankins noted a growing divide between counties that purchase water and those that sell it. While no immediate action is required, he emphasized the importance of keeping water strategy on the agenda. He encouraged counties with the potential to develop water-pumping capabilities to consider future investments, positioning themselves as sellers rather than buyers. He cited Crewe as an example of a locality currently facing water-related challenges. Mr. Hankins concluded by underscoring the strategic importance of water planning for long-term regional sustainability.

Executive Director Monthly Activities Report: Ms. Jackson informed the Board that a copy of the report was included in the Council packet. Ms. Jackson reported she organized and facilitated the kickoff meeting for the Chowan River One Water Supply project and completed the evaluation process for the on-call consultant list. With assistance from Doug and Derek, 34 applicants were reviewed, resulting in the selection of 15 consultants. All agreements were signed and returned, allowing the team to move forward with implementation. Ms. Jackson attended the VHREDA meeting and collaborated on planning a regional meet-and-greet event, scheduled for Thursday, August 28. A caterer was secured, and the event was expected to feature updates from Alex and provide an opportunity for networking and engagement. Ms. Jackson also supported Amelia County's community input meeting for their comprehensive plan and participated in the VDOT STARS meeting in Lynchburg, which focused on Prince Edward's Persimmon Street as a potential site for a future data center. Ms. Jackson stated that the Economic Development Administration (EDA) approved a three-year partnership, replacing the previous year-to-year arrangement. The funding remained at \$70,000 annually, totaling \$210,000. Ms. Jackson stated that she submitted the application and followed up with the final documentation required to finalize the agreement. Ms. Jackson said she continued work on several Tobacco Commission grants, including one with the ARC Foundation for renovations to the Mill Room. After touring the facility, Ms. Jackson noted plans to use the bottom floor as a venue and the upper floors for artisan workspaces. Ms. Jackson said flood mitigation efforts were already underway. Ms. Jackson stated she also collaborated with Alex McCoy on a VHREDA grant that the organization would administer and completed several memorandums of agreement to support the initiative. Ms. Jackson joined an emergency call with VITA alerts regarding a SharePoint breach and confirmed that the organization's cloud-based system was unaffected. Ms. Jackson stated that she consulted with Rob Chapman for an article on broadband affordability and adoption and applied for \$40,000 in Virginia Housing funds to match the BOOMS grant from the Tobacco Region and RFP was being prepared to launch the BOOMS project by September 26. Ms. Jackson stated that she participated in NADO training sessions focused on housing and equity and completed the DHCD annual report ahead of the September 1 deadline, securing \$119,000 in funding. Ms. Jackson said she worked with Bobby Long on potential grant applications for the Five County Fair and met with Melissa Levy from NADO regarding the poultry group, which was the subject of an upcoming article. Ms. Jackson stated that she hosted a meeting with Securian to explain life insurance benefits to staff and assisted Bill Collins from Nottoway with USDA-related inquiries. Ms. Jackson stated that quarterly reviews were conducted with Lauren, Wendy, Ethan, and Matt, all of whom were

performing exceptionally well and contributing to a strong team dynamic. Ms. Jackson said she also attended the GO Virginia Blueprint Tour with Alex, participated in the PDC meeting in Lynchburg, and submitted a letter of support for the Resilience Accelerator initiative. Ms. Jackson stated that she attended meetings with Lunenburg, Victoria, VHREDA, and VDOT on joint projects, and she participated in the South-Central Virginia Nonprofit Network.

Scoping the Future - Discussion of Innovative/Regional Ideas: Ms. Jackson informed the Board that a copy of the report was included in the Council packet. Ms. Jackson stated that it was essentially the same as last time, they had continued working with the workforce initiatives and remained actively engaged in broadband efforts. She reported that a letter of support had been signed with Mid-Atlantic during the past month to help expand their broadband measures. Ms. Jackson noted that work on the Chowan River Water Supply Plan was ongoing, and that the team had been steadily investigating options for reassessment. She added that, based on suggestions from the previous meeting, she had also begun exploring septic system options.

Old Business:

Staff Monthly Project Reports:

Update on Watershed Implementation Plan (WIP) Phase III: Mr. Bowman informed the Board that a report was included in the Council packet. Mr. Bowman stated that efforts were still underway to establish a regional BMP task force, with the first meeting scheduled for October 3rd, coinciding with the Grant Day Workshop. He reported that coordination had taken place with several local extension offices and soil and water conservation districts to organize upcoming Rain Barrel Workshops. An adult Rain Barrel Workshop was planned for September 10th in Prince Edward County, along with two children's workshops scheduled for either September 15th or 19th in Buckingham County.

Mr. Bowman noted that meetings had also been held with the Department of Forestry, and plans were in motion to host tree giveaway events the following year. He added that preparations for the Grant Day event on October 3rd were progressing, with two guest speakers confirmed from the Virginia Department of Health and one from the Department of Environmental Quality. Additional speakers who will focus on power and resilience are expected to be added to the evening program.

Update on Buckingham County Comprehensive Plan Update: Mr. Swartout informed the Board that a copy of the report was included in the Council packet. Mr. Swartout reported that on June 19, 2025, the Board of Supervisors had approved the recommendations, and the final printing was ready to proceed. Mr. Swartout stated that all copies were prepared for distribution and would be sent out that day. Mr. Swartout noted that a box had been set aside for Mr. Carter.

Update on CRC Affordable Workforce Housing Development Program: Ms. Pugh informed the Board that a copy of the report was included in the Council packet. Ms. Pugh stated that the final reimbursement request for the grant program had been assembled and submitted the previous month, and no further funds would be reimbursed under that program. She noted that both the quarterly and annual reports for the Affordable Workforce Housing initiative had been completed. Regarding the Ashley Way Homes in Keysville, Ms. Pugh reported that all five homes had been completed. A compliance review was conducted in collaboration with Virginia Housing, during which staff visited the homes, took photographs, and ensured that everything was in order prior to occupancy. In Cumberland, Ms. Pugh explained that while the house itself was finished and awaiting delivery, there were ongoing efforts to resolve issues related to the lien on the partner family's property. She emphasized the importance of meeting the compliance deadline and mentioned that, if necessary, the housing completion date might be extended to June 30, 2026. Virginia Housing had been consulted and expressed no objections to the proposed adjustment, though Ms. Pugh reiterated the team's desire to

finalize the project promptly, given that the funds had already been disbursed. For the Town of Blackstone, Ms. Pugh reported that construction of the three homes was still underway, and work was progressing steadily.

Amelia County Comprehensive Plan Update: Ms. Pugh informed the Board that a copy of the report was included in the Council packet. Ms. Pugh reported that CRC staff hosted three community meetings in July. The meetings were held on July 15 at the Painesville Fire Department, July 17 in Mannboro, and July 22 at the Parks and Recreation building. She noted that the meetings were well attended, with a total of 58 community members participating. Ms. Pugh stated that the data collected from the meetings had been compiled and used to develop a draft summary report, which was presented at the previous meeting. She emphasized that the team's primary goal was to complete the final draft of the report by the September meeting. All materials from the community engagement process had been gathered, and staff were in the process of finalizing and refreshing the content. She concluded by noting that the final draft would be ready for review by the Planning Committee at its meeting scheduled for September 25.

Update on VATI Grant for Cumberland, Lunenburg, and Prince Edward: Ms. Pugh informed the Board that a copy of the report was included in the Council packet. Ms. Pugh reported that Planet Networks was continuing its audit of work previously completed by contractor crews. She noted that some damage had been identified, particularly in Cumberland County, where repairs were still underway. Although remedial work was ongoing, the primary focus had shifted to home installations that had been backlogged since the repair process began in September. Ms. Pugh stated that there had been no new passings in recent months, which had been a topic of discussion. However, the team anticipated that passings would resume by the end of the month. CRC staff remained engaged, monitoring progress and awaiting confirmation on the continuation of installations and passings. She highlighted that Planet Networks had completed 50 installations in July, with most of the activity concentrated in Prince Edward County and along South Hill Road in Lunenburg County. A site visit was scheduled for the following day in Lunenburg, though the exact location had not yet been confirmed. Ms. Pugh indicated she would follow up with DHCD later that day to finalize the details. She concluded by stating that CRC was continuing to work closely with Planet Networks to move the project forward. She emphasized that Kinex was no longer involved and that all efforts were now being coordinated solely through Planet Networks.

Update on Drakes Branch Building Acquisition Project: Ms. Pugh informed the Board that a copy of the report was included in the Council packet. Ms. Pugh reported that the team had been actively working with the town, the town's attorney, and VDEM regarding the acquisition of the Town Hall and the old firehouse. She explained that the objective was not to sell the properties outright, but rather to structure the transaction in a way that would allow the town to be eligible for reimbursement under the program. Ms. Pugh stated that to achieve this, they had to implement specific deed restrictions and coordinate closely with VDEM to ensure all legal requirements were met. Ms. Pugh noted that they believed everything had finally been resolved and were now just waiting for signatures from both the town and the attorney. Once those signatures were secured, she stated that the team would be able to submit the documentation and begin the reimbursement process.

Update on SEED Innovation Hub Project: Ms. Pugh informed the Board that a copy of the report was included in the Council packet. Ms. Pugh reported that the final financial report for the SEED EDA funds had been submitted and confirmed that all grant funds under that portion had been fully expended. As a result, that segment of the grant had been officially closed out. She noted that the team had recently assembled and submitted another reimbursement request related to the Tobacco

Commission funds. Regarding the Go Virginia grant, Ms. Pugh explained that they were still awaiting additional documentation needed to proceed with further reimbursement requests. She added that the team was continuing to work through that grant and expressed hope that it would be completed soon.

Regional Reassessment Possibilities: Ms. Jackson informed the Board that a copy of the report was included in the Council packet. Ms. Jackson noted that there had not been much activity recently, but she had followed up with a suggestion from Katie Boyle regarding reassessment training. Ms. Boyle had mentioned that Steve Close had conducted a particularly helpful "Reassessment 101" session. However, upon reaching out to Mr. Close, Ms. Jackson learned that he had not taught that specific training and was unaware of it. Instead, he provided a list of free classes offered through the state that were open to the public. Ms. Jackson confirmed that she had circulated those resources to the group for review. Ms. Jackson went on to share that she had obtained a list of counties conducting their own reassessments and planned to reach out to them next to learn more about their approaches. She indicated that this would likely be her next step in exploring potential opportunities for the county. Ms. Jackson emphasized that reassessment periods often generate frustration among residents, and she believed that exploring alternative methods could help alleviate some of that tension. She concluded by encouraging the group to consider the possibilities and expressed her willingness to support further discussion.

Update on Central Virginia Poultry Cooperative TRRC & AFID Grants: Ms. Pugh informed the Board that a copy of the report was included in the Council packet. Ms. Pugh reported that her team had been focused on submitting another reimbursement request for TRRC. She mentioned that they had encountered some questions regarding the poultry group and were in the process of obtaining additional documentation. Her team had been actively corresponding with those groups to secure the necessary materials for submission. Aside from that, Ms. Pugh noted that they were currently in a holding pattern, waiting on further documentation needed to proceed with submissions for other grants.

Update on the EDA Planning and Local Technical Assistance Program: Ms. Pugh informed the Board that a copy of the report was included in the Council packet. Ms. Pugh reported that the CRC staff had convened a CEDS committee meeting on July 25th, which saw a strong turnout. During the meeting, attendees reviewed proposed changes to both the draft vision statement and the draft CEDS goals. A few revisions were requested, and the team was actively working to incorporate those updates. She noted that at the next committee meeting, scheduled for September 25th, the group planned to review the full draft of the CEDS plan. In a shift from previous formats, they were exploring the idea of publishing the plan virtually on the CRC website, rather than distributing it as a paper document. This approach aimed to make the plan more accessible to counties, localities, and towns. Additionally, Ms. Pugh shared that Matt was investigating the use of story maps to introduce interactive elements into the CEDS plan. She expressed enthusiasm about the new direction and looked forward to presenting the draft at the upcoming committee meeting, followed by a broader review and approval process.

Update on the VDOT Rural Transportation Planning Program: Mr. Swartout informed the Board that a copy of the report was included in the Council packet. Mr. Swartout reported that CRC staff had participated in the STARS meetings that were held on July 16th and 28th to discuss the intersection study for East 3rd Street and the Persimmon Tree Fork Road/Milnwood Road area. During these sessions, the team reviewed current traffic conditions, the traffic forecast, and identified key operational and safety challenges. Three potential intersection improvements were presented and evaluated based on their operational performance, safety benefits, and potential to reduce crashes. Mr. Swartout noted that public outreach efforts were scheduled to begin in August and September, with final decisions and implementation planning expected to conclude by October of the same year.

Update on the SCRC LDD Program: Mr. Bowman informed the Board that a copy of the report was

included in the Council packet. Mr. Bowman reported that the CRC continued to provide grant writing and administrative support services to local governments. In July, the CRC submitted full applications for several State Economic and Infrastructure Development (SEID) grants, following the prior approval of their pre-applications. He noted that the CRC was still administering grant support for the Central Virginia Poultry Group. Regarding comprehensive plans, Mr. Bowman shared that the Buckingham County plan had been fully approved and printed and was scheduled to be delivered that day. For Amelia County, he stated that the CRC had facilitated three community meetings the previous month and compiled the resulting feedback into a report that was ready for presentation. As for the Drake's Branch plan, Mr. Bowman explained that the CRC had launched a community input survey, distributed flyers throughout the town, and placed paper copies of the survey at Town Hall. Additionally, the team reviewed Chapter One with the Planning Commission as part of the ongoing process.

Drakes Branch Comprehensive Plan Update: Mr. Bowman informed the Board that a copy of the report was included in the Council packet. Mr. Bowman reported that the most recent work session was held on July 30th. During that session, the CRC presented the draft of Chapter One: Introduction and received feedback from the Planning Commission. He noted that the community input survey had officially launched. To promote participation, the CRC developed and posted flyers throughout the town. Additionally, flyers were provided for town staff for inclusion in upcoming water bills. For residents without internet access, paper copies of the survey were made available at the Town Hall municipal building.

New Business:

Staff Updates:

Update on Grant Writing: Mr. Bowman informed the Board that a copy of the report was included in the Council packet. Mr. Bowman reported that the CRC was awarded \$140,000 last month for a regional housing study. He also noted that a U.S. Department of Transportation RAISE grant application for a Route 460 study in partnership with Prince Edward County was not selected for funding. He shared that multiple grant applications were currently in development, and that a significant number had been submitted the previous month. These included:

- **SEID Grants through the SCRC:**
 - Prince Edward County: Hidden Park Access Road
 - Cumberland County: Small Area Plan
 - Town of Blackstone: Raw Water Line
- **Tobacco Commission:**
 - Prince Edward County: Trailblazer Signage Program
- **VDEM (HMGP Program):**
 - Town of Victoria: Generator for water pump system
 - Town of Keysville: Generator for wastewater infrastructure
- **EDD**
 - Three-Year Partnership Applications
- **Virginia Housing:**
 - \$40,000 match funding request for the BOOMS Project

Upcoming Grant Funding Opportunities: Mr. Bowman informed the Board that a copy of the report was included in the Council packet.

Council Member Comments: There were none.

Commonwealth Intergovernmental Review Process (CIRP): Ms. Jackson informed the Board that a copy of the report was included in the Council packet. Ms. Jackson reported that there were numerous Commonwealth Intergovernmental Review Process items this cycle, though few had direct impact on the local area. Most were statewide in nature.

Saltville Waste Disposal Agreement: A core agreement was established between the Indian tribe and the Department of Environmental Quality (DEQ).

Chesapeake Bay Monitoring Projects: Several items related to Chesapeake Bay were reviewed. One monitoring initiative received \$20 million in funding, which Ms. Jackson noted was a substantial amount. Two additional items were amendments to existing Chesapeake Bay grants, including further monitoring efforts. These amendments also received additional funding.

Underground Storage Tank Grant Request: DEQ submitted a federal grant request related to leaking underground storage tanks. The request was part of a broader DEQ work plan totaling \$46 million.

Charlotte County Environmental Review: Charlotte County submitted a section involving air quality concerns. The project focused on road enhancements within the state park. Environmental assessments concluded with a limited impact on two bat species and monarch butterflies. The project was categorized as research based.

Buckingham County Submission: Ms. Jackson noted that this item arrived after the initial distribution, prompting her to resend the materials due to the quick turnaround. The Virginia Department of Transportation (VDOT) proposed a new combination building and fuel center in Dillwyn. Stakeholders were invited to submit comments or concerns by September 15th, given the shortened review period. Ms. Jackson explained that while the standard review window is typically 60 days, expedited items may allow less than a month. There were no comments.

Other Business:

Council Member Comments: Ms. Jackson shared that the upcoming FOIA Training Day is scheduled for Friday, November 21st, from 10:00 AM to 12:00 PM. She noted that the timing was intentionally set after the elections to accommodate potential new members, based on feedback from last year when the training occurred before the election. At that time, some expressed that post-election scheduling might have allowed more participation. She informed the board that interest in the training has been high, with members eager to participate. Ms. Jackson directed them to the website and mentioned that Ethan had just completed the flyer for the event the previous day. Although the flyer has not yet been distributed, she plans to include all relevant parties in the mailing.

Adjournment, Next Meeting: The meeting adjourned at 9:10 a.m. The next meeting was set for Wednesday, September 17th, 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 August 1, 2025 thru August 31, 2025



<u>Cash on Hand</u>	<u>Period Ending</u>
Total Income	\$ 95,881.60
Total Expenses	\$ 47,010.99
Net Balance	\$ 48,870.61
Cash on Hand	\$ 1,160,509.87



Account Balances as of August 31, 2025

<u>CRC Accounts</u>		<u>CVPC Funds Held</u>	<u>CRC Funds</u>
Truist 4425 (M1)	\$ 1,098,874.05	\$ 259,210.48	\$ 839,663.57
Truist 4301 (PR)	\$ 2,083.06		\$ 2,083.06
Truist 1827 (Oprtg)	\$ 9,537.18		\$ 9,537.18
Benchmark (CD3)	\$ 239,075.20		\$ 239,075.20
Benchmark (CD1)	\$ 55,101.56		\$ 55,101.56
Benchmark (CD2)	\$ 15,049.30		\$ 15,049.30
			\$ 1,160,509.87

Pass-Thru Revenue Funds for Current Grant Projects - Not Counted as Income for the CRC

<u>Projects</u>	<u>Funds Received</u>	<u>Funds Dispersed</u>	<u>Funds Remaining (Held by CRC)</u>
<u>Central Virginia Poultry Coop</u>			
VDACS Planning Local Match	\$ 35,000.00	\$ -	\$ 35,000.00
VDACS Infrastructure Local Match	\$ 21,000.00	\$ 18,463.00	\$ 2,537.00
TRRC (Advancement)	\$ 325,000.00	\$ 103,326.52	\$ 221,673.48
		Total Remaining:	\$ 259,210.48

Prepared by: Wendy Newton, September 9, 2025

COMMONWEALTH REGIONAL COUNCIL
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

August 2025

	August 2025 Actual	July-August 2025 YTD	FY 25-26 Budget
Income			
40000 Revenue			
43000 Local Member Investment			
43010 Amelia Local Member Investment		19,000.00	19,000.00
43020 Buckingham Local Member Investment	19,000.00	19,000.00	19,000.00
43030 Charlotte Local Member Investment	19,000.00	19,000.00	19,000.00
43040 Cumberland Local Member Investment	19,000.00	19,000.00	19,000.00
43050 Prince Ed Local Member Investment		19,000.00	19,000.00
43060 Lunenburg Local Member Investment	19,000.00	19,000.00	19,000.00
43095 Nottoway Local Member Investment	19,000.00	19,000.00	19,000.00
Total 43000 Local Member Investment	\$ 95,000.00	\$ 133,000.00	\$ 133,000.00
Total 40000 Revenue	\$ 95,000.00	\$ 133,000.00	\$ 133,000.00
44000 DHCD - VA Regional Corporation			114,971.00
45000 Project Funding			
45985 VATI Regional Broadband Grant			28,100.00
45992 Amelia Mod Comp Plan Update			17,000.00
45993 VATI Audit funds			4,000.00
45995 Drakes Branch HMGB Building Acq/Demo			29,929.00
45999 Longwood SEED Inn Hub Admin			23,922.00
46083 Drakes Branch Comp Plan Update			16,000.00
46084 CRC REDO Oversight & Fiscal Management			24,000.00
46088 VHREDA Private Campaign Costs Reimb.		30,000.00	30,000.00
46094 TRRC Admin of BOOMS Project			30,000.00
46096 TRRC Admin - VHREDA Branding Project			5,000.00
46098 TRRC Admin of Mill Building Project			5,000.00
46100 P. Edward HIT Park			2,250.00
Total 45000 Project Funding	\$ 0.00	\$ 30,000.00	\$ 215,201.00
46000 Other Funding			
45770 DEQ WIP Assistance (3)			58,000.00
46010 VDOT-Transport Planning			58,000.00
46040 Interest Income	881.60	1,510.35	800.00
46050 Misc. Income		42.00	
46081 EDA Technical Assistance Fund			70,000.00
46082 SCRC LDD Funds			5,391.00
Total 46000 Other Funding	\$ 881.60	\$ 1,552.35	\$ 192,191.00
47000 Pass Thru Funds			
47081 CVPC AFID PG		22,386.44	
Total 47000 Pass Thru Funds		\$ 22,386.44	
Total Income	\$ 95,881.60	\$ 186,938.79	\$ 655,363.00
Gross Profit	\$ 95,881.60	\$ 186,938.79	\$ 655,363.00
Expenses			
71000 Personnel Costs			

71010 Salary Distribution	26,650.00	66,625.00	348,750.00
71040 Payroll Expenses (SS/FICA)	2,038.75	5,096.82	26,679.00
71150 Unemployment Ins.			200.00
71200 VRS Contribution	6,118.20	17,872.10	71,040.00
71350 Staff Travel - Training/Conferences		286.87	16,000.00
71400 Workmens Comp Ins			500.00
71500 Group Health Insurance	3,753.22	7,612.04	44,000.00
71600 Life Insurance	135.70	135.70	2,000.00
71700 Other Staff Costs			2,856.00
71750 Employee Cell Phone Stipend	250.00	750.00	3,000.00
Total 71000 Personnel Costs	\$ 38,945.87	\$ 98,378.53	\$ 515,025.00
720.00 Bank Charges/Fees	5.00	10.00	
72000 Office Operations			
72005 Cleaning & Maint.-Bldg	400.00	1,200.00	5,000.00
72010 Lease Costs	1,200.00	2,400.00	14,400.00
72015 Utilities		831.33	7,200.00
72020 Telephone/Internet Costs	282.86	847.95	4,500.00
72030 Postage and Freight		46.34	1,200.00
72035 Express Mail			100.00
72040 Consumable Supplies		229.00	6,000.00
72050 Dues and Subscriptions			300.00
72060 Office Insurance			95.00
72070 Administrative Costs		40.00	19,510.00
72080 Office Costs - Other			3,000.00
Total 72000 Office Operations	\$ 1,882.86	\$ 5,594.62	\$ 61,305.00
73000 Office Equipment			
73010 Office Equipment			3,000.00
73020 Office Equipment - Lease	232.03	505.22	3,000.00
73030 Equipment Maintenance	480.80	961.60	6,000.00
73040 Equipment Repair			2,000.00
73050 Equipment - Other		875.00	5,500.00
Total 73000 Office Equipment	\$ 712.83	\$ 2,341.82	\$ 19,500.00
74000 Auto/Staff Travel			
74020 Staff Mileage - Regular Travel for Meetings	398.51	1,126.26	11,000.00
Total 74000 Auto/Staff Travel	\$ 398.51	\$ 1,126.26	\$ 11,000.00
75000 Meetings/Memberships			
75010 Council Meetings	505.72	2,566.27	7,800.00
75020 Committee Meetings		7.75	500.00
75030 Staff Meetings			1,000.00
75040 Council Memberships	4,500.00	4,500.00	5,000.00
75050 Other Meeting Costs			200.00
75060 Public Official Insurance Cov.			2,061.00
Total 75000 Meetings/Memberships	\$ 5,005.72	\$ 7,074.02	\$ 16,561.00
77000 Collateral Materials			
77010 Web Page Costs			1,500.00
77020 Printed Materials			2,000.00
Total 77000 Collateral Materials	\$ 0.00	\$ 0.00	\$ 3,500.00
78000 Local Relations			
78010 Newsletter/Annual Report			

78030 Other/Marketing				1,000.00
Total 78000 Local Relations	\$	0.00	\$	0.00
79000 Pass Thru Fund Expenses				
79047 CVPC AFID PG				19,386.44
Total 79000 Pass Thru Fund Expenses			\$	19,386.44
90000 Other Program Costs				
90010 Planning Project Costs				25,000.00
90011 EDA, NADO, CEDS, SCRC, Other		60.20		1,864.08
90100 Contingency Costs				2,326.00
Total 90000 Other Program Costs	\$	60.20	\$	1,864.08
Total Expenses	\$	47,010.99	\$	135,775.77
Net Operating Income	\$	48,870.61	\$	51,163.02
Net Income	\$	48,870.61	\$	51,163.02



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Memorandum

TO: CRC Board of Directors
FROM: Christin Jackson
Executive Director
DATE: September 8, 2025
SUBJECT: Update (August 13, 2025 – September 9, 2025)

- Hosted the Charlotte County Board of Supervisors' Strategic Planning Meeting
- Attended Bay PDC meeting on What Local Leaders Need to Know
- Toured the Mill Room in Farmville to start the TRRC Planning grant drawings with owner and architect.
- Organized/solidified speakers for FOIA and COIA Meeting on November 21st 10:00-2:00 with lunch.
- Created an MOU for the PE Fire Department to administer the 2023 FEMA grant.
- Submitted a VA Forestry Application for Rice Fire Department.
- Participated in a NADO webinar on Redevelopment and Revitalization Land Bank 101.
- Collaborated with DHCD and DHR on BOOMS projects RFP's, created them and put them in eVA.
- Participated in the VAPDC Summer Series – Local Government Working for You and with You.
- Worked with VHREDA to get information from John McGuire on 501c3 status.
- Met with Sarah Capps with TRRC and Phil Miskovic on the Crewe Food Hub idea.
- Talked to Alex McCoy and Sarah Capps TRRC about the Kenbridge Industrial Park potential project.
- Participated in a TPMA Webinar on Decoding Data Centers.
- Worked with Andrew Noyes from DEQ on the upcoming Water Supply Plan grant information/application.
- Participated in a Talent Pathways Management Team Meeting.
- Reached out to Karl Carter for a Dominion contact and talked to Feliz about setting something up for our region.
- Participated in a meeting with TRRC and the Poultry Group to discuss reimbursements.
- Got final things solidified for the VHREDA Meet and Greet for Alex McCoy and helped host that event.
- Attended the VHREDA meeting.
- Met with Melissa Levy from NADO, Lauren Pugh, and Members from CVPC about writing an article on the Central VA Poultry Cooperative.
- Conducted a site visit in Lunenburg for the VATI program.
- Reconciled VHREDA Account.
- Participated in a meeting with SERCAP for Buckingham County CDBG Planning Grant and will be part of the Project Management Team if the grant is awarded.
- Created a new Job Description and Posted a new Planner position in Indeed.
- Met with Kimberley Mitchell on the proper terms for an RFP per state code in VA for eVA posting.
- Went to Blackstone and met with Philip Vannoorbeeck about a project for Blackstone.
- Updated formulas in the DEQ spreadsheets for the Chowan River 1 water supplies.
- Created an update to the Chowan River 1 Water Supply Plan Team and sent out a group email.



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- Spoke with Lauren Stuehldreher about the Blackstone project and coordinated a meeting between her and Blackstone.
- Work with Courtney Mailey DHCD and Deborah McClane from VHR on redoing the RFP for Phase 1 of BOOMS project then work with eVA to get it taken down.
- Met with Lauren and Carina Henry from DHCD on Regional Housing Plan Market Analysis.
- Visited the Mill Room again to go over first drawings and discuss more ideas about the layout.
- Work with Dr. Almond on Health Transformation Application and created a Google Form to gather regional input.
- Reach out to Creedle and Jones to get a checklist for upcoming audit.
- Reach out to Dominion Energy and Appalachian Power to ask them to speak to the region on Data Centers and Energy Resiliency for the region. Oct 23rd 1-2:00
- Participated in the PDC/Regional Housing Development Grant discussion.



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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 support all counties through the DHCD Broadband Affordability and Adoption Planning grant which is now complete. Signed a letter of support to help Mid Atlantic Broadband in expansion measures as well.
- 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. The CRC has signed an agreement to do the initial planning for the region's water supply plan. The CRC was chosen to apply for the second phase of the planning grant as well and the application should come out by the end of September.
- 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 have reached out to VA Tax Team and all DPOR Licensed Assessors. CRC Staff had a meeting of the County representatives and the VA State Tax Team to discuss issues with current Assessors. CRC Staff are investigating other options.
- Look for grants that help replace septic tanks. CRC staff have partnered with SERCAP to support their CDBG application to support families in Buckingham with wells, septic, and other revisions to their homes to improve the living conditions, if the grant is approved CRC will be on the Project Management Team.

New Ideas:

- _____
- _____



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MEMORANDUM:

TO: CRC Council Members
FROM: Ethan Bowman, Regional Planner
DATE: September 09, 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.
 - First Meeting – October 3, 2025
- **Outreach & Events:**
 - CRC has **met with several local Extension Offices and Soil & Water Conservation Districts (SWCDs)** to coordinate **Rain Barrel Workshop** events that promote household stormwater management.
 - Prince Edward Adult Workshop – September 10th
 - Buckingham Kids Workshop – September 19th or 15th (fallback date)
 - 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.
 - Next Year - 2026
- **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 or federal agencies** to provide guidance on environmental and infrastructure-related grant opportunities for localities.
 - October 3, 2025
 - Guest Speakers – VDH [*Anthony Hess & Jarrett Talley*], DEQ [*Tamara Anderson*]



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Memorandum

TO: CRC Board of Directors
FROM: Christin Jackson
Executive Director
DATE: September 8, 2025
SUBJECT: DEQ – Chowan River 1 Water Supply Plan Update (August 13, 2025 – September 8, 2025)

- The CRC (as the grant administrator) was awarded a grant from Department of Environmental Quality (DEQ) to lead the Chowan River 1 Region in organizing a game plan of how Charlotte, Lunenburg, Nottoway, and Prince Edward Counties will put their heads together and create a regional water supply plan.
 - CRC staff participated in several DEQ virtual meetings about the upcoming Water Supply Plan.
 - CRC participated in an in-person meeting of DEQ and the Chowan River 1 Region in Brunswick, VA.
 - CRC staff worked with DEQ, Southside Planning District, Brunswick, and Charlotte Counties to get the two counties switched into Water districts that made sense for this project. Charlotte was moved with CRC to the Chowan River 1 Region and Brunswick was moved to Southside Planning Districts' region.
 - The contract has been signed between DEQ and the CRC.
 - CRC staff created a Teams group for this group of people to be able to store their former Water Supply Plans from 2011 and the Spreadsheets and other information that DEQ needs shared with each locality.
 - CRC staff attended a DEQ meeting on correctly filling out the Spreadsheets of the water supplies from each county.
 - A Kick-Off Meeting was held July 18th, 2025, for the Chowan River 1 Regional Planning Team. Information from the Spreadsheets and the old water supply plans were discussed. The latest items that have been added to this new Water Supply Plan Regulation. Guidance had not been released at this time, so the team thought that there was not really any sense in getting an estimate from a consultant without the guidance to go with the legislation.
 - CRC staff collaborated with several consultants and other PDC's to get an idea of pricing for the team.
 - CRC staff made mandatory adjustments to formulas in the spreadsheets.
 - In lieu of a second meeting, CRC sent out an email with up-to-date information on the spreadsheets from DEQ and information on the estimated possible costs of a new regional plan on August 28th which also included the question about who wanted to apply for the second year of funding which is \$9,240 per region. Most said that they would like the CRC to apply for that funding again when the application opened at the end of September.



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MEMORANDUM:

TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

SUBJECT: CRC Affordable Workforce Housing Development Program

DATE: September 8, 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 60-month period (extended to June 30, 2026)**. CRC staff time on the project is also covered by this grant award.

Project: The Affordable Workforce Housing Development Program has established three housing partners: Piedmont Habitat for Humanity, Smyth Properties, and The Town of Blackstone. Piedmont Habitat will be installing 12 modular homes in Cumberland County and the Towns of Farmville, Keysville, and Crewe. Smyth Properties established seven (7) units for lease through adaptive reuse of downtown properties in Kenbridge. The Town of Blackstone and their partner, Southside Outreach, will be building six (6) homes in Blackstone for home ownership. Through these partners the CRC has been able to establish 25 affordable housing units.

Update:

- Piedmont Habitat:
 - Cumberland – Piedmont Habitat are working with the partner family to resolve the issue with the liens of the partner family's property. Cardinal Homes has completed the house and are currently awaiting delivery of the home. Grant funds were only being used for the construction of the Cardinal home.
- Smyth Properties – Project Completed.
- Town of Blackstone/ Southside Outreach – The Contractor has completed construction on two of the three homes, and final touches are underway on the third. These include installation of counters, appliances, door hardware, and other finishing details. Once the Town receives the Certificates of Occupancy for all three homes, the CRC will coordinate with Virginia Housing to complete the compliance review.



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MEMORANDUM

TO: Eric Pollitt, County Administrator
Members of the Amelia County Board of Supervisors

FROM: Lauren J. Pugh
Planning Director

DATE: September 8, 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 August 5th. At this meeting, CRC reviewed the draft community meeting summary report; future land use section; and Goals, Policies, and Objectives sections of the plan.
- The next Planning Committee meeting will be held on September 25, 2025. At this meeting, the committee will be reviewing the entire draft of the comprehensive plan.

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



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MEMORANDUM

TO: CRC Council Members

FROM: Lauren J. Pugh
Planning Director

DATE: September 8, 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.
- Planet Networks' crews are working in parts of all three counties where middle-mile fiber is in place to complete installations for new customers.
- As of August 31, 2025, a total of 7,359 passings (out of a target of 11,397 total passings) and 1,906 installs for new customers have been completed. 63 total installations were completed last month.
- CRC staff assembled a budget amendment to DHCD. This budget amendment has been approved. CRC are also assembling a reimbursement request for Planet Networks.
- The Project Management Team meets monthly to discuss the project. The team includes local staff, CRC staff, Planet Networks staff, and DHCD staff. The next meeting is scheduled for September 26th.
- Per an agreement with DHCD, CRC and local staff are making quarterly site visits to observe the work being done by Planet Network Crews. The CRC staff attended a site visit on Oak View Road in Lunenburg County in August.

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



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MEMORANDUM

TO: CRC Council Members

FROM: Lauren J. Pugh
Planning Director

DATE: September 8, 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. We are awaiting approval from FEMA.

Asbestos Abatement Activities:

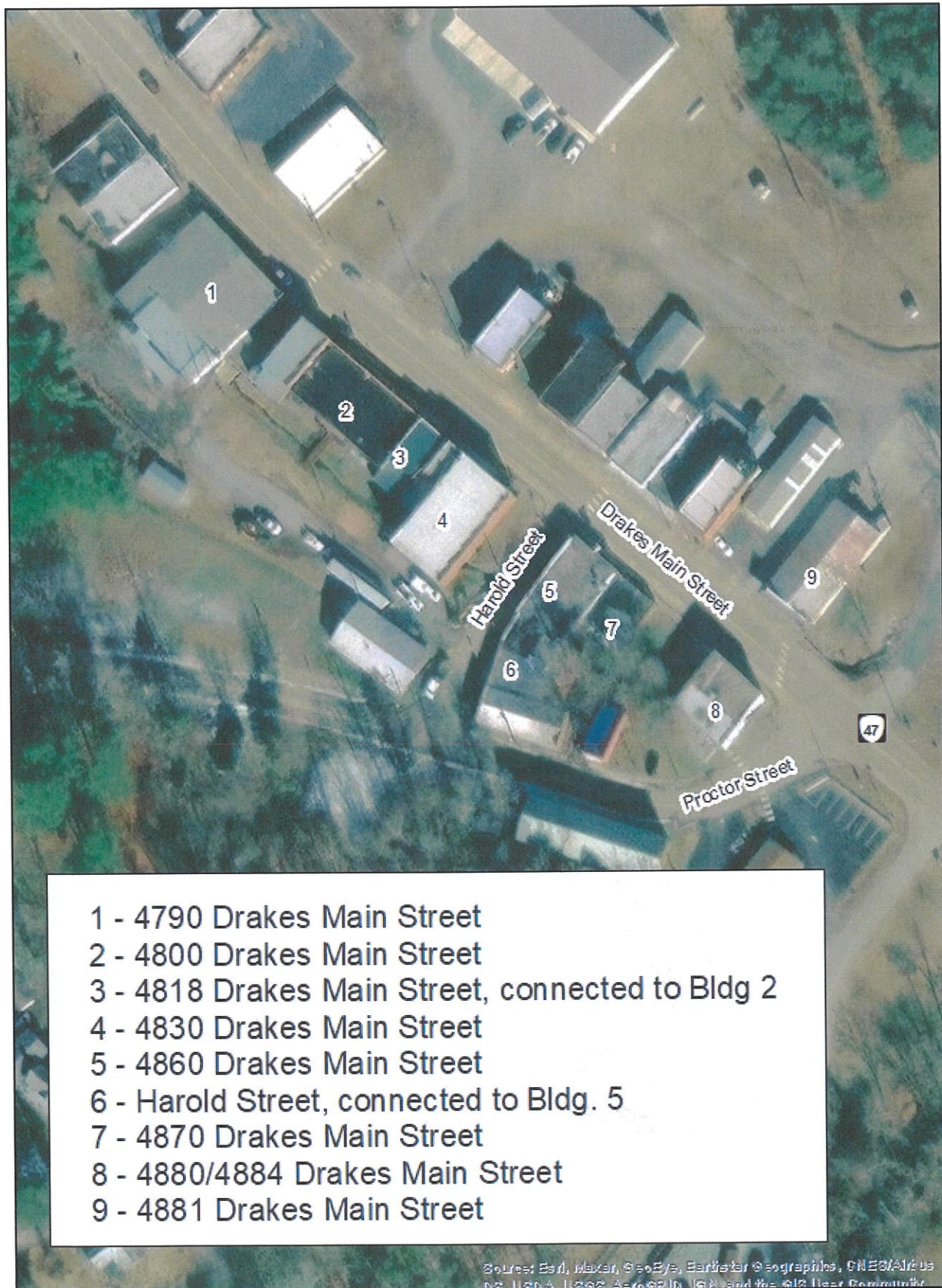
A & A Environmental has completed the asbestos abatement work on the buildings and completed air clearance activities. CRC is assembling the reimbursement request, but are awaiting budget revision approval from FEMA prior to submitting this request in the portal per VDEM guidelines.

Lead Abatement Activities:

TCPLP testing will need to 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.
 - 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 2 and 3: Old Town Hall and fire station (continued)
 - The Town owns both buildings. The Town and CRC staff worked with VDEM staff and the Town's attorney to develop the appropriate Deed language to be reimbursed for the cost of this building. Town, CRC staff, and the Town's lawyer met to discuss the next steps to complete this sale. The Town's lawyer worked with CRC staff and VDEM staff to develop the HUD document and add the appropriate deed restriction language for these properties. Once completed, the Town can submit for reimbursement.
- 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



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TO: Commonwealth Regional Council

FROM: Lauren J. Pugh, Planning Director

SUBJECT: SEED Innovation Hub Project Update

DATE: September 8, 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- All grant funds have been expended and this grant is closed out.

Tobacco Commission Funds- CRC assembled and submitted the final reimbursement request. CRC staff also worked with LUREF staff to assemble and submit the final closeout report for this grant. Once the request and report has been approved, the grant will be closed out.

GO Virginia Funds – Awaiting on additional documentation to submit another reimbursement request.



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TO: CRC Representatives

FROM: Lauren J. Pugh, Planning Director

SUBJECT: Regional Housing Study

DATE: September 8, 2025

Project: In July 2025, the Commonwealth Regional Council (CRC), was notified that they have been awarded \$140,000.00 in grant funds from Virginia Housing to hire a consultant to conduct a Regional Housing study that will encompass the CRC's regional footprint. This regional marketing analysis's immediate objective is to identify housing gaps that are not currently being addressed and could be addressed in future housing projects. The study would also evaluate the impact of previous housing projects on the community and offer strategies or policies that would be important for the CRC or localities to incorporate regarding housing.

Project Update: The following activities have been completed by CRC staff since the grant has been awarded:

- CRC Executive Director executed the Virginia Housing grant contract.
- CRC staff attended the grant kick-off meeting with VA Housing staff for on-boarding.
- CRC staff reached out to two consultants that are on-call consultant programs to provide quotes to complete a Regional Housing study and provide an example of a completed housing study that was similar in nature to this study.
- One of the consultants has submitted an estimate and draft proposal. CRC staff are currently reviewing this estimate and draft proposal for additional questions.



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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: September 8, 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 CRC is awaiting additional reimbursement documentation to reimburse the CVPC.

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 \$289,063.18. The TRRC reviewed and authorized \$180,506.39 for voucher #3.

TRRC#2: The CRC is awaiting additional reimbursement documentation to reimburse the CVPC.



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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: September 8, 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 month by CRC staff:

- The CRC staff assembled and submitted the semi-annual progress report, reimbursement request, and final financial report to the EDA for approval. Once these documents are approved, the CRC will closeout this grant.
- CEDS update:
 - The next CEDS committee meeting will be held on September 25th at 1pm. At this meeting, CRC staff will review the draft CEDS plan in its entirety.
- The CRC provides grant writing services (See separate report)
- The CRC corresponded, set up meetings, researched grant opportunities, and vetted potential grant applications
- 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: September 9th, 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:

- **STARS:** On August 20, 2025, CRC staff participated in a follow-up STARS meeting for the East 3rd Street and Persimmon Tree Fork Road Intersection Study. This session focused on finalizing the schedule and outline for the second public outreach survey and the upcoming in-person Citizens Information Meeting (CIM). The CIM was scheduled for October 2, 2025, providing the community with an opportunity to review the study's findings, understand the improvement alternatives under consideration, and share feedback before a preferred option is selected. This meeting emphasized the importance of public input in shaping the final recommendations and confirmed next steps in the project timeline.
- **Transportation Coalition:** On August 28th, CRC staff attended a transportation meeting where Bay Transit presented its experience with implementing microtransit in Gloucester County. The program launched three years ago with a single bus and has since expanded to three routes covering a 14–15 mile corridor along Route 17, selected for its concentration of residential and commercial development. Using the Via software platform, the service now averages approximately 1,700 rides per month at a \$1 fare, following an initial rollout period that included free introductory rides. Startup funding was supported through VDOT and pilot program grants, while ongoing costs include an estimated \$50,000 annual software license and roughly \$500 per bus per month. Dispatch operations require six staff to support both app-based bookings and phone reservations for riders without smartphones. The program operates in addition to Bay Transit's demand-response service, with about half of Gloucester's monthly ridership now accounted for through microtransit. Although capacity constraints and service for non-app users remain challenges, the program has experienced consistent growth and is considered a successful model for rural transit delivery.
- **GIS & Mapping:** CRC staff continue to update and develop GIS-based maps in support of comprehensive plans and various individual projects. Recent mapping efforts have included Continued work on the DGA maps for both Keysville as well as Farmville, the creation and updating of a state map showing Drakes Branch and surrounding regional hubs, and a map of Crewe's downtown showing the blight and condition of buildings included in Crewe Revitalization Plan project.

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.



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MEMORANDUM:

TO: CRC Council Members
FROM: Ethan Bowman, Regional Planner
DATE: September 09, 2025
SUBJECT: Southeast Crescent Regional Commission Program – Monthly Update

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

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 opportunities 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. **Amelia County Comprehensive Plan**
 - i. Comp Plan should be complete by End of Month
- b. **Drakes Branch Comprehensive Plan**
 - i. CRC Staff has presented Chapters 1 & 2 for review
 - ii. CRC is compiling Community Input into a report
 - iii. CRC is drafting Chapter 3 for review this month



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MEMORANDUM:

TO: CRC Council Members
FROM: Ethan Bowman, Regional Planner
DATE: September 09, 2025
SUBJECT: Drakes Branch Comprehensive Plan – Monthly Update

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, the following activities have occurred since the last update:

- II. **The most recent Work Session was held on August 27th.** At this meeting, CRC staff presented the draft of Chapter 2 and received feedback from the Planning Commission. The draft was accepted with edits.
- III. **The Community Input Survey has been officially closed.** The CRC staff are currently compiling data into a report to present to the Planning Commission



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Memorandum

TO: CRC Board of Directors
FROM: Christin Jackson
Executive Director
DATE: September 8, 2025
SUBJECT: TRRC BOOMS Project Update (August 13, 2025 – September 9, 2025)

- The CRC (as the grant administrator) was awarded a grant from the Tobacco Rural Revitalization Commission (TRRC) for a project to Build Opportunities on Main Street (BOOMS) with Department of Housing Community Development (DHCD) and Virginia Housing. It is a Super-Regional Project including fifteen small towns from our region along with Southside Planning District and Central Virginia Planning District. The Towns included are Amelia Court House, Altavista, Bedford, Blackstone, Brookneal, Charlotte Court House, Clarksville, Crewe, Cumberland Court House, Farmville, Halifax, Kenbridge, Keysville, Lawrenceville, and South Boston. There are two phases to this project. Phase one includes getting Amelia Court House and Kenbridge historic designations and getting them into the VA Main Street and Main Street America Programs. Phase two works with all fifteen towns to get all their historically designated parcels into the BOOMS Database and then having a consultant do a market analysis of these parcels and hold a community walking input session to establish 3-4 of these parcels as places to start on the revitalization. This project is slated for three years; however, we are hoping to have it done in two. It is a pilot project so if it goes well, there may be more opportunities for other localities as well.
 - The contract has been signed between TRRC and the CRC.
 - An RFP for Phase two has been uploaded in eVA and sent out electronically to our On-Call Consultant list and several other consultants that DHCD requested.
 - Work on the RFP for Phase one is still being done. DHCD and CRC will have our second meeting with the Department of Historical Resources to make sure that we specify the correct activities in the RFP will be Friday, September 12th @ 11:00.



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Memorandum

TO: CRC Board of Directors
FROM: Christin Jackson
Executive Director
DATE: September 8, 2025
SUBJECT: TRRC Mill Room Project Update (August 13, 2025 – September 9, 2025)

- The CRC (as the grant administrator) was awarded a grant from the Tobacco Rural Revitalization Commission (TRRC) for a planning grant to have designs created to make the Mill Room Building in Farmville into a “Makers’ Space.” This includes production workshops for artisans, office space for artisans, and a showroom for the public to view and purchase the creations.
 - The contract has been signed between TRRC and the CRC.
 - An MOU was signed between CRC and the Arch Foundation.
 - CRC’s Executive Director met with Hill Studios’ Architect, Fred Esenwein and the Mill Room’s owner Heinz Jones at the Mill Room Building to take initial measurements and go over ideas for the space available.
 - CRC’s Executive Director met with Hill Studios’ Architect, Fred Esenwein and the Mill Room’s owner Heinz Jones at the Mill Room Building to review initial drawings and discuss price vs. product to start to consider the upcoming Construction grant application.



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Memorandum

TO: CRC Board of Directors
FROM: Christin Jackson
Executive Director
DATE: September 8, 2025
SUBJECT: TRRC VHREDA Project Update (August 13, 2025 – September 9, 2025)

- The CRC (as the grant administrator) was awarded a grant from the Tobacco Rural Revitalization Commission (TRRC) for a project to brand the Virginia's Heartland Regional Economic Development Alliance (VHREDA), establish training on the new brand, and create a new website.
 - The contract has been signed between TRRC and the CRC.
 - An MOU was signed between CRC and VHREDA.
 - Alex McCoy has met a few times with Letter Press and worked out his expectations.
 - VHREDA signed an agreement with Letter Press to generate the new branding, training, and a new website.



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IV. Awaiting Award Notification

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

- DHR, BIPOC Preservation Fund
 - Mary E. Branch School (Farmville): To fund stabilization, roof repair, and renovations.
- AFG (Assistance to Firefighters Grant)
 - Prince Edward County (Regional): Mobile Breathing Air Trailer.
 - Keysville VFD: Breathing apparatus.
- 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.
- Virginia State Association of Firefighters / Dominion Energy
 - Rice VFD: For hose purchases.
 - Keysville VFD: For a PPV (Positive Pressure Ventilation) fan.
- SCRC, SEID Grants (*Pre-Apps Approved, Full-Apps Submitted*)
 - Prince Edward (HIT Park Access Rd): For access road improvements to enhance connectivity and support development at the Heartland Innovative Technology Park.
 - Cumberland (Small Area Plan): To fund a detailed planning effort for strategic growth and revitalization in a designated area.
 - Blackstone (Raw Water Line): For the development of a raw water line to bolster local infrastructure and utility resilience.
- TRRC
 - Prince Edward: Application submitted for a Trailblazer Signage Program for the Town of Farmville
- VDEM, Hazard Mitigation Grant Program (HMGP)
 - Victoria: To fund a generator for a water pump system.
 - Keysville: For generator for wastewater infrastructure.
- EDD
 - 3yr Partnership application for Economic Development District Designation (\$210k)
- VA Housing
 - \$40k Match Funding for BOOMS Project

V. Projects on Standby / In Research Phase

- 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.
- Amelia Fire / EMS – Funding for kitchen basics & Toughbooks.
 - Recommended Rescue Squad Assistance Fund
- Ellis Acres Park– Trail funding
 - Holding meeting soon to discuss funding opportunities



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MEMORANDUM:

TO: CRC Council Members
FROM: Ethan Bowman, Regional Planner
DATE: September 09, 2025
SUBJECT: Grant Writing Services to Local Agencies – Monthly Update

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

- None at this time

II. In Progress (Currently Being Developed)

- VDOT, TAP Program
 - Prince Edward County: Approved to move forward with full application for Zion Hill Road sidewalk improvement phase I.
- CDBG Planning Grant
 - Town of CCH: Planning Grant for a housing study

III. Applications Submitted (Since Last Month)

- VDOF, Volunteer Fire Assistance Grant Program
 - Rice VFD: PPE
- VDFF, Firefighter PPE Grant
 - Keysville VFD: PPE
- Norfolk Southern Grant
 - Drakes Branch VFD: PPE and Traffic cones
 - Rice VFD: Hoses and Nozzles
- DHCD, CBDG
 - Town of Crewe: Downtown Revitalization Project

Staff Recommendations

Staff

Agency/Locality

Project Description

Requested Action

Recommendation

Chesterfield County
SCC/DEQ

Dominion Energy has submitted plans to build a 1,000 MW Energy Reliability Center in Chesterfield County to support the reliability of VA's Energy grid

Comment

No Comment

DEQ/Charlotte Co

DEQ #25-152S The acquisition of the Adams/Ailsworth Tract of land south of West Point Stevens. It involves the removal of 6 buildings which probably contain asbestos. The VA Department of Forestry plans to purchase it from the VA Conservatory Fund. Comments must be made by September 26, 2025
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Comment

No Comment

NOTE: Virginia Pollutant Discharge Elimination System -VPDES)

CONTROL SHEET ITEMS:

(Statewide Applications)

Review Only - Action Not Required