



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: March 9, 2010
Item No.: 20
Department: County Administration
Staff Contact: W.W. Bartlett/Sarah Puckett
Issue: Informational

Summary:

Attachments:

- a. CRC Meeting Agenda and Minutes

Recommendation: None.

Motion _____
Second _____

Campbell _____
Jones _____
Wilck _____

Fore _____
McKay _____
Wiley _____

Gantt _____
Simpson _____

MEETING AGENDA
Thursday, March 4, 2010, 7:00 p.m.
Commonwealth Regional Council Office
One Mill Street, Suite 101
Farmville, Virginia 23901

- I. Welcome & Call to Order..... Chairman Walker
- II. Invocation
- III. Approval of Minutes of February 4, 2010 Meeting Secretary Bennett
- IV. Treasurers' Report – February Financial Statements, **Attachment 1**Interim Treasurer Bates
- V. Report of Officers & Committees
 - A. Chairman's Report..... Chairman Walker
 - B. Executive Committee Report (No Meeting Held)
 - C. Budget Committee Report (No Meeting Held)
 - D. Report on Chief Administrative Officer's Committee Meeting, **Attachment 2**
- VI. Old Business..... Chairman Walker
 - A. President & Staff Reports
 - 1) Discussion - Farmville/Hampden-Sydney Membership
 - 2) Update on CRC Rural Long Range Transportation Plan.....Melody Foster
 - 3) CRC Sidewalk Survey Results, Partnership with Longwood University,
Dr. Walter Witschey, Longwood University & Melody Foster
 - 4) CRC Regional Hazard Mitigation Plan Update Todd Fortune
 - 5) Report on 2010 Local Food Systems Symposium Barbara Terry
 - 6) Report on VAPDC Winter Conference..... Mary Hickman
 - 5) Council Member Comments
- VII. New Business Chairman Walker
 - A. President & Staff Reports
 - 1) Call To Action – Senate Budget Amendment to Eliminate State
Funding for all PDC's, **Attachment 3**..... Mary Hickman
 - 2) Request from Amelia County for CRC Contract Amendment for the
Amelia County CDBG Telecommunications Planning
Project, **Attachment 4**..... Todd Fortune
 - 3) Prince Edward Request for a Letter of Support for the IDA's Granite Falls
Hospitality Training Center, **Attachment 5** Mary Hickman
 - 4) 2010 CDBG Regional Priorities Resolution, **Attachment 6**..... Barbara Terry
 - 5) Tourism/Marketing Update, **Attachment 7** Barbara Terry
 - 6) Council Member Comments
- VIII. Commonwealth Intergovernmental Review Process, **Attachment 8**
- IX. Council Member Comments

**Commonwealth Regional Council
Farmville, VA 23901
February 4, 2010**

Welcome & Call to Order

The Chairman called the meeting to order at 7:00 p.m. at the Commonwealth Regional Council Office located at One Mill Street, Suite 101, Farmville, Virginia.

Invocation

Mr. Bennett gave the invocation.

Approval Of Minutes Of January 7, 2010 Meeting

Mr. Fore moved and Dr. Bates seconded to approve the minutes as presented. Motion carried.

ROLL CALL

MEMBERS

PRESENT

ABSENT

Amelia:

Mr. Ellsworth J. Bennett
*Mr. Ralph A. Whitaker, Jr.

Mr. Ellsworth J. Bennett

Buckingham:

Dr. Brian Bates
*Mr. F.D. LeSueur

Dr. Brian Bates
(Interim Treasurer/Secretary)

Charlotte:

Mr. Gary Walker
*Mr. Haywood J. Hamlet

Mr. Gary Walker
(Chairman)

Cumberland:

Mr. Bill Osl, Jr.
Mr. Van Petty

Mr. Bill Osl, Jr.

Lunenburg:

Mr. T. Wayne Hoover
*Mr David Wingold

Mr. T. Wayne Hoover

Prince Edward:

Mr. William G. Fore, Jr.
*Mr. Don C. Gantt

Mr. William G. Fore, Jr.

Longwood University:

Ms. Brenda Atkins
*Dr. Wayne McWee

Ms. Brenda Atkins

NOTE: *Denotes Alternates

STAFF

Ms. Mary Hickman, Acting President/CEO
Ms. Melody Foster, Regional Planner
Mr. Andre' Gilliam, Community Development Planner
Mr. Todd Fortune, Community Development Planner
Ms. Barbara Terry, Planner (Part Time)

Treasurer's Report

January Financial Statements: Dr. Bates referred members to the Treasurer's report enclosed in the Council packet for comments. Dr. Bates moved and Mr. Bennett seconded the approval of the report as presented. Motion carried.

Report of Officers & Committees

Chairman's Report: No Report.

Executive Committee Report: The Committee met prior to the Council meeting, however there was nothing to report from the meeting.

Budget Committee Report: No meeting was held in January, therefore there was no report.

Report on Chief Administrative Officer's Committee Meeting: Ms. Hickman stated the meeting was well attended and included Ms. Sarah Capps, Southside Grants Program Administrator of the Tobacco Grant Program, as the guest speaker. Information was provided on grant program opportunities.

Old Business

President & Staff Reports:

Prince Edward Request to Amend CRC Bylaws and Charter: The Chairman stated the Executive Committee recommended to the Council that a letter be sent to the Prince Edward County Board of Supervisors stating the CRC currently does not have the staff or the resources to pursue this request. The Chairman stated Ms. Hickman has been asked to find out if a completely separate organization could be formed from the region to apply to be an Economic Development District (EDD) grant recipient.

Discussion – Farmville/Hampden-Sydney Membership: Ms. Hickman stated she had contacted Hampden-Sydney's President's Office and was encouraged that a meeting still may occur between the HS President and representatives of the CRC in February.

CRC Regional Hazard Mitigation Plan Update: Mr. Fortune stated he has contacted all of the localities regarding match requirements. All of the localities, except for Lunenburg, will be providing an in-kind match. Lunenburg County has indicated they will provide cash. Mr.

Fortune stated this included Nottoway County providing an in-kind match totaling \$3,350.

Mr. Fortune stated because most of the localities will be providing an in-kind match, the State has contacted FEMA to request an amendment to the CRC's scope of work and contract. Once this has been obtained, the project will begin moving forward.

Update on CRC Rural Long Range Transportation Plan

Ms. Foster stated she recently attended the statewide Rural Transportation Planning Program Winter workshop held in Glenn Allen, Virginia. Ms. Foster stated VDOT officials, at this time, felt funding for the Rural Program will be at the same level as last year (\$72,500). Ms. Foster stated the CRC's Transportation Committee will be meeting the end of the month and will be focusing on updated the CRC's Bicycle Plan that was adopted in 2000.

Council Member Comments: The Chairman stated in light of recent member changes on the Council, the CRC currently does not have a Vice-Chairman and also has Dr. Bates serving as Interim Treasurer and Secretary. Dr. Bates moved to have Mr. Jim Bennett serve as Secretary and Mr. William G. Fore, Jr. as Vice-Chairman. Motion carried.

New Business

President & Staff Reports

Dillwyn Request for VCDBG Grant Writing Services: Ms. Hickman stated the CRC staff have been assisting the Town of Dillwyn in a Downtown Revitalization Planning Project for the past two years. The Town has requested that the CRC provide grant writing services for a VCDBG Grant application to seek funds for this project. The CRC fee for this project will be \$4,000. The deadline for the application is March 31, 2010. Dr. Bates moved and Mr. Fore seconded approval of the request. Motion carried.

Tourism/Marketing Update: Ms. Terry directed members to the information provided in the member packets from Google Analytics of the CRC's website for the month of January. This report provided information on the types of "traffic" the CRC's website is experiencing. Ms. Terry also provided a handout that was cumulative from December 1 thru January 27, 2010. Members commented the information was interesting and wanted to continue to receive the reports.

Ms. Terry stated there were 29 "hits" on the FastFacility site that focuses on industrial facilities in the region.

2010 Local Food Systems Symposium Update: Ms. Terry stated Prince Edward County has received a grant to explore the local food supply in the region and requested the CRC coordinate a regional meeting on the subject. Ms. Terry stated enclosed in the member's packet is a Draft Agenda for the 2010 Local Food Systems Symposium that will be held on Tuesday, March 2, 2010 the Mill Street Conference Room. Dr. Martha A. Walker with the Virginia Cooperative Extension Service (Virginia Tech) lined up the speakers for the event and also has stated similar meetings will be held around the state. A news release has been sent out on the event. The Chairman stated a backup facility should be sought in case there is a

need for a bigger facility due to large attendance.

VAPDC 2010 Winter Conference: Ms. Hickman stated the Virginia Association of Planning District Commission's (VAPDC) is holding its annual winter conference in Richmond on Wednesday, February 17, 2010. Ms. Hickman stated VAPDC is celebrating its 40th year in regional innovation. The speakers at this conference will be focusing on best practices in regional collaboration. Ms. Hickman stated Ms. Foster and herself will be attending the conference.

2010 VA General Assembly Legislation Concerning Water & Wastewater Issues: Ms. Hickman referred members to the information enclosed in the packet regarding current 2010 legislation on water and wastewater issues that is currently being considered in the General Assembly. Ms. Hickman stated this was provided for information only.

Council Member Comments: There were none.

Commonwealth Intergovernmental Review Process (CIRPS): Ms. Foster stated the Chief Administrative Officers have reviewed the following CIRP and recommended a Level One comment:

- DRPT/STEPS, Inc., Purchase of fourteen-passenger van with wheelchair lift.

Dr. Bates moved and Mr. Bennett seconded to provide a Level One comment on the listed CIRP's. Motion carried.

Council Member Comments: There were none.

Other Business:

Ms. Hickman stated she received a request today from Prince Edward County who will be applying for CDBG in the amount of \$1.2 million for the construction of the Granite Falls Hotel/Conference and Hospitality Training Center. The CDBG has a March 31st deadline. Prince Edward has applied for a CDBG Planning Grant to assist with the expenses of putting together a CDBG application. Prince Edward will be preparing the grant application but would like the CRC's assistance with specific tasks to include; the first public hearing, demographic statistics, overall grant review and critique and general knowledge assistance. It is anticipated that the costs associated with the CRC's assistance will be paid for from the County's Planning Grant.

Mr. Fore moved and Dr. Bates seconded to approve the request from Prince Edward County. Motion carried.

Ms. Hickman stated budget request have been submitted to member localities for FY 10-11. Ms. Hickman stated Farmville, Hampden-Sydney College and Nottoway are eligible for CRC membership. Farmville and Hampden-Sydney have previously been members of the CRC with Nottoway not participating. Ms. Hickman asked members if they would like a budget request sent to entities that are eligible for membership. It was pointed out that the Town of Blackstone would also be eligible for membership. There was discussion on the matter. It was a consensus for Ms. Hickman to send budget request letters to eligible entities for membership

in the CRC.

Dr. Bates moved and Mr. Bennett seconded to go into closed session pursuant to VA Code Section 2.2-3711.5. to discuss matters dealing with Economic Development. Motion carried.

Dr. Bates moved and Mr. Bennett seconded to come out of closed session with all members certifying only matters pertaining to VA Code Section 2.2-3711.5 were discussed during the closed session. Motion carried.

Adjournment: The meeting adjourned at 7:30 p.m.

Jim Bennett, Secretary