



**Central Virginia Planning
District Commission**
828 Main Street, 12th Floor
Lynchburg, VA 24504

**September 19, 2019
5:00 pm**

Draft Minutes

Members Present:

Kenneth Campbell, Amherst County Board of Supervisors
Robert Hiss, Bedford County Administrator
Bruce Johannessen, Bedford Town Council
Megan Lucas, Lynchburg Regional Economic Alliance
Dean Rodgers, Amherst County Administrator
Frank Rogers, Campbell County Administrator
John Sharp, Bedford County Board of Supervisors
Mayor Dwayne Tuggle, Town of Amherst, *Chair*
Charlie A. Watts, II, Campbell County Board of Supervisors

Members Absent:

Susan Adams, Appomattox County Administrator
Sara Carter, Amherst Town Manager
Waverly Coggsdale, Altavista Town Manager
Beverley Dalton, Altavista Town Council
Mayor Paul Harvey, Town of Appomattox
Bryan Moody, Appomattox County Board of Supervisors, *Vice-Chair*
Mark Peake, Senate of Virginia
Gary Shanaberger, Appomattox Town Manager
Bonnie Svrcek, City of Lynchburg
Russell Thurston, Brookneal Town Manager
Mayor Treney Tweedy, City of Lynchburg
Bart Warner, Bedford Town Manager

Others Present:

Gary Christie, Central Virginia Planning District Commission, Executive Director
Susan Cook, Central Virginia Planning District Commission
Kelly Hitchcock, Central Virginia Planning District Commission
Scott Smith, Central Virginia Planning District Commission

1. Welcome and Moment of Silence

Dwayne Tuggle, Chair, welcomed the Commission and began the meeting with a moment of silence.

2. Approval of the July 18, 2019 Meeting Minutes

Upon a motion by Frank Rogers, seconded by Robert Hiss, the minutes of the July 18, 2019 meeting passed unanimously as presented.

3. Financial Update

i. Year to Date Financial Report

Gary Christie reviewed the financial report for F/Y 6/30/19, reporting the year ended in the black with \$61,909. There is a fund balance of \$997,000, of which \$150,000 has been earmarked for Go Virginia.

ii. PDC Budget Amendments for VDRPT Van Pool Study and Town of Appomattox Comprehensive Plan

- Mr. Christie advised that the Town of Appomattox has asked for help with their Comprehensive Plan which would bring \$14,918 in revenue and \$75 in out of pocket expenses. This project will be completed in this budget year. Philip Gabathuler will be working this contract.
- A van pool grant delayed from last spring will use \$28,141 for a consultant to prepare an analysis using van pools to take people to trainings and classes. Currently van pools are restricted to rides to work.

Both of these projects will be handled by existing staff.

A motion was made by Robert Hiss, and seconded by Kenneth Campbell, to incorporate these projects into the Planning District Commission budgets. The motion was unanimously approved.

iii. 2009 Loan to the Center for Advanced Engineering and Research for \$30,000

Gary Christie explained that over ten years ago the PDC had given the CAER Board almost \$100,000. Now they no longer own the building that housed them and they are disbanding. One of the increments of money given to them by the PDC was in a loan format, in the amount of \$30,000 with no interest and no specific demand for a repayment time frame. Now that they are disbanding, the CAER is asking what to do with this loan. Megan Lucas suggested asking that the CAER pay the loan back after all of their obligations have been met.

The PDC, by consensus, agreed to ask of repayment of the loan.

4. Watershed Implementation Plans (WIP) Program Extension Request

Kelly Hitchcock reported that the contract entered into between the PDC and the Department of Environmental Quality to work on the Watershed Implementation Plan will end at the end of September. She explained that the DEQ does want to move forward with new contracts

with PDCs across the state to extend the PDC/DEQ WIP III programing. This will require a match from the PDC.

Gary Christie explained that this is a profitable project for us, in that it is managed with predominantly in house staff, with our match being predominantly in-kind. It will be a \$40,000 addition to the PDC net income. He also advised that a PDC budget amendment will be presented for approval after the contract is executed.

In answer to concerns voiced by Charlie Watts, Ms. Hitchcock advised that she did not see the PDCs getting into activities within the localities involving zoning or development regulations.

A motion was made by John Sharp, and seconded by Frank Rogers, to extend the Phase III Watershed Implementation Plan Program. The motion was unanimously approved.

5. Request to accept a grant to initiate a Vanpool Program in Central Virginia

Gary Christie explained that the PDC has been offered a two-year grant from the DRPT to see if the region can establish a vanpool program that would take people to work. These vanpools would be owned and operated by the private sector. The grant would provide incentive money to cover initial costs.

The motion was made by Megan Lucas, with a second by Robert Hiss, to accept the grant. The motion was unanimously approved.

6. Transportation Alternative Program Resolutions

Scott Smith explained that every two years VDOT opens applications for smaller-scale, non-traditional transportation projects. The Town of Altavista would like to put in an application for a sidewalk extension project which would add about 750 to 800 additional feet of additional sidewalk to connect the pedestrian network near the Town and Country Shopping Center. The Town of Altavista has asked the PDC to adopt a resolution supporting their application for the sidewalk extension.

The motion was made by Dean Rodgers, seconded by Frank Rogers, and unanimously approved.

7. Review of October Meeting

Mayor Tuggle reported on the visits he and Mayor Treney Tweedy have been visiting the localities in advance of the Strategic Direction Roundtable on October 17. He stated that the visits have been going well and they are getting positive feedback.

Mr. Christie added that an electronic survey has been sent to all of the elected officials and local government officials that have been invited to the meeting and some responses are coming back.

8. Other Business

Gary Christie asked the Commission members to be thinking of ideas for the Legislative Agenda, and asked that they be sent to him for discussion at the November meeting.

9. Adjourn

There being no further business, the meeting adjourned at 6:00 p.m.