



Central Virginia Planning
District Commission
828 Main Street, 12th Floor
Lynchburg, VA 24504
Office: (434) 845-3491
cvpdc.org

Central Virginia Planning District Commission Regular Meeting Minutes March 20, 2025 @ 5:00 PM

**Meeting Location: CVPDC Offices
828 Main Street, 12th Floor
Lynchburg, VA 24504**

Members Present:

Drew Wade, Amherst County, Vice-Chairman
Frank Rogers, Campbell County
Tom Lawton, Campbell County
John Spencer, Appomattox County
Dwayne Tuggle, Town of Amherst
John Sharp, Bedford County
Richard Conner, Town of Appomattox
Michael Campbell, Town of Appomattox
Megan Lucas, Lynchburg Regional Business Alliance

Members Joining Virtually:

Jeremy Bryant, Amherst County
Curt Diemer, City of Lynchburg

Staff Present:

Alec Brebner
Sandy Dobyns
Patti Lassiter
Richard White
Traci Blido
Tim Saunders

Others Present:

Kent White, City of Lynchburg
John Provo, GO Virginia (Virtual)

1. Welcome and Introductions

Vice-Chairman Drew Wade welcomed the Board, guests, and new board members. For new members who could join, a brief introduction was given. The meeting started at 5:02 p.m.

John Provo with GO Virginia was invited to speak about some upcoming input opportunities. John thanked the board for allowing him this opportunity and stated it was nice to see some familiar faces.

John gave a brief overview of the program, stating they have funded a range of projects in Lynchburg. John acknowledged Megan Lucas and that GO Virginia has supported several industrial site development initiatives and efforts related to entrepreneurship. GO Virginia's funding has also contributed to the expansion of Central Virginia Community College, the CTE Academy, developments at Vector Space, the Bedford metals training project, and the Appomattox welding project.

GO Virginia's goal is to help grow the industries in the region. GO Virginia believes this cannot be accomplished solely by examining data on a spreadsheet. John provided a link and a QR code for a brief survey. John stated that feedback is important so that GO Virginia can better understand the overall conditions.

GO Virginia has scheduled meetings for May, with a couple to be held in Lynchburg. They will share the specific dates soon, and Alec will distribute that information to the group.

John hopes the board members can take some time to provide input that will help shape the planning process. GO Virginia aims to establish clear guidelines for the types of funding that this program can offer. John looks forward to working with the PDC in the future and is happy to answer any questions.

Megan Lucas reported that LRBA has secured over \$3.5 million in GO Virginia grants for the region. John noted that the region is well represented in the funding pool, with Megan's organization possibly being the second or third largest grant recipient. Megan highlighted LRBA's due diligence on local sites and focus on entrepreneurship as key to their efforts, emphasizing work in identifying and developing sites and buildings.

Frank Rogers appreciated the survey opportunity and asked about the program's future. John explained that GO Virginia updates its economic data every two years, focusing this year on the growing energy sector to benefit all stakeholders. Despite challenges in regions with limited federal employment opportunities, collaboration with federal-sector companies remains crucial. John is optimistic about the success of the energy companies.

Additionally, a significant portion of GO Virginia funding is allocated to workforce development, with about half directed toward workforce initiatives, while also supporting site development and entrepreneurship. This can be a valuable resource as the region adapts to changes in the labor markets.

2. Consideration of Requests for Electronic Participation

Vice-Chairman Wade asked for a motion to allow Jeremy Bryant and Curt Diemer to

participate electronically. Richard Connor made the motion, which Megan Lucas seconded. All voted in favor of the motion. Jeremy and Curt were approved to participate in the meeting virtually.

3. Special Guest, Traci Blido, Virginia Career Works – Central Region

Traci introduced herself, noting her background in economic development and current role addressing workforce shortages observed during the pandemic. She thanked Alec for the invitation and mentioned her previous appearance before the Commission with Nicole Overly from Virginia Works.

As part of the Central Virginia Workforce Development Board (CVWDB), Traci collaborates with local officials, including Drew Wade and John Sharp. The board includes representatives from community colleges and Job Corps programs, with over 50% of its members from the private sector. CVWDB aims to align local training resources with employer needs, partnering with organizations such as Alliance and Beacon of Hope. With LinkedIn predicting that by 2030, about 70% of job skills will change due to automation and AI, CVWDB is focused on these trends to shape its workforce development strategies.

Traci discussed the employment landscape in Central Virginia, noting a steady population growth and a year-over-year wage increase of 4.6%. The current average wage is \$53,303, which is lower than the national average of \$72,609; however, the cost of living is also lower, allowing residents to maintain a high quality of life.

Healthcare is the largest industry, employing about 17,000 workers, followed by education with nearly 15,000 and manufacturing with around 14,000—higher than both state and national averages. Manufacturing, which offers higher wages, makes a significant contribution to the economy.

The region has many lower-paying retail and hospitality jobs, but growth in higher-paying fields like healthcare and manufacturing could lead to change. CVWDB, in partnership with the Lynchburg Regional Business Alliance, has developed strategic initiatives such as the Educator Workforce Academy and the “Worlds of Opportunity” event in October, which engages students in hands-on demonstrations.

BWXT recently announced a \$2.1 billion contract that is expected to create many jobs in the region by 2030. Nat Marshall from BWXT discussed the challenge of hiring, as many employees nearing retirement make it difficult to estimate the number of new hires, potentially ranging from 100 to 1,000. Attracting skilled workers is especially crucial.

Traci highlighted the numerous job opportunities at BWXT through 2030, emphasizing the importance of preparing today’s students as future employees. Framatome also plans to hire 500 people in the coming years.

Megan noted that LRBA is working with schools to integrate a nuclear industry-developed K-12 curriculum into education systems to be available as a free resource.

Traci introduced Tim Saunders, the assistant director of CVWDB, who created 21 short videos showcasing local industries like welding, the Blue Ridge Water Authority, and mechanics. Thanks to the Educator Workforce Academy led by the Alliance, these videos are now available for teachers to use, making other states envious of our resources.

Traci highlighted CVWDB's worker training program, which has upskilled nearly 48 employees over the past year and a half, with an investment of \$40,000 to \$45,000 in 2023. The program helps retain both employees and companies by offering training on new equipment.

CVWDB served 107 adults and 86 young people aged 16 to 24 last year, focusing on those facing barriers to employment, including recent graduates in challenging situations. Traci seeks feedback from employers on workforce needs and encourages individuals to consider community college programs, especially with tuition support through initiatives like Fast Forward.

CVWDB must promote workforce opportunities to young people. Traci found that there are currently 7,300 job openings in our region, with at least half of the jobs requiring certification. Notably, healthcare roles, particularly those of Registered Nurses (RNs) and Certified Nursing Assistants (CNAs), are in high demand.

Frank Rogers highlighted that Campbell County reflects Virginia's workforce challenges, noting that long-term employees are staying put despite opportunities elsewhere. He emphasizes the need for public service considerations as the county struggles to attract young talent and lacks the resources for substantial incentives. While private-sector growth is important, local governments face pressing challenges that also need to be addressed.

4. Approval of Regular Meeting Minutes, January 16, 2025

Vice-Chairman Wade inquired about any changes to the minutes from the January 16, 2025, meeting. With no comments or corrections, Megan Lucas made a motion to approve the minutes, which Richard Connor seconded. All were in favor, and the motion passed.

5. Two-Year Appointments to LRBA Executive Committee

Alec mentioned that Megan had updated him on the board's review of the LRBA executive committee rotation, as it had been a while since nominations were made. Executive committee meetings have been scheduled for the second Thursday of each month at 3:00 PM.

Eligible participants are the chief administrative officers from local governments that are members of both the PDC and LRBA. Currently, only Frank Rogers and Michael Campbell are present. The board can either nominate individuals now or wait until the next meeting.

Megan suggested postponing the nominations. She also proposed paralleling the Red Team,

which focuses on regional economic development and has a rotating chair. This year, Victoria (Amherst) is chair, and next year, Pam (Bedford County) will take over. The board decided to table this item until the next meeting when more members are present.

6. Organizational Reports

a) Financial Report and Balance Sheet

Sandy provided a brief overview of the financial report. Activity has increased by approximately 25%, primarily due to the addition of new staff. Patti has been handling a significant amount of billable work, and with Richard now on board, the staff has been able to increase billing. As a result, CVPDC has more activity this year. From a financial standpoint, everything looks positive so far this year.

Alec mentioned that CVPDC currently has an open position for a transportation planner. CVPDC has struggled to find qualified candidates in that area, so staff are actively searching again. Fortunately, staff have received a large number of resumes this time. With recent layoffs at the federal level, staff hopes to attract a qualified applicant from that talent pool. Staff will provide an update on our progress at the next meeting. This time, staff have received more resumes than ever before since posting the opening over the past two to three years. Staff are optimistic about finding someone to fill this role, as the office could greatly benefit from the help.

b) Executive Director's Report

Alec provided updates and requested a budget discussion in advance. Each year, the executive committee holds a budget workshop on the second Thursday in April at 1:00 PM, which consists of the chair, the mayor, and chief administrative officers from localities. They make recommendations for the full Commission's review of the 2026 budget in May.

Despite recent administrative changes, Alec reports stable funding and revenue streams. As chairman of the Virginia Association of MPOs, he monitors regional funding stability. Additionally, staff received a \$50,000 sub-award from the Thriving Communities program.

Regional organizations, such as the Region 2000 Services Authority and the Central Virginia Radio Communications Board, primarily rely on local funding and are minimally affected by federal changes. Connecting VA is a rebranded computer assistance program funded by the DRPT. CVTPO, a federally funded organization, plans transportation in central Virginia. The CVTPO receives over half a million dollars annually. To qualify for federal funding, projects must be included in the Metropolitan Transportation Improvement Program (MTIP).

The Planning District Commission receives funding from various federal agencies, including USDOT, EDA, and HUD for Community Development Block Grants, and no disruptions are anticipated. Alec mentioned the hazard mitigation plan update with FEMA to address flooding challenges. The CVPDC is on track with projects for this fiscal year, which will be presented in the budget at the next meeting.

Alec highlighted the connection between Main Street and the Amtrak station, noting the redevelopment opportunity for the A&P store, which has historic value and is currently for sale. This project is one of only two Virginia nominations for USDOT's Thriving Communities program and one of 58 nationwide.

The CVPDC is planning a housing summit with the LRBA, focusing on "Housing for All," which aims to provide resources for affordable housing providers. Although the region faces housing challenges, they are not as severe as those in Charlottesville. Streamlining development along the 12th Street Corridor is crucial, with proper zoning and incentives needed.

Speakers at the summit will include representatives from the Richmond Federal Reserve discussing the economic value of housing, a researcher from the Mercatus Center on housing policy, and Jonathan Knopf from Housing Forward Virginia, who will present findings from the CVPDC's recent housing needs assessment.

Alec debriefed the Commission on the results of SMART SCALE's Round 6, noting what regions and types of projects were most successful. He offered that localities must coordinate on larger projects, and the MPO can facilitate this. Notably, VDOT's Lynchburg District consistently gets the lowest-scoring funded projects. Central Virginia needs to advocate for its District Grant Program funding to the General Assembly to protect the resources of the Lynchburg construction district.

Alec attends Commonwealth Transportation Board meetings to stay informed. While MPOs have the legal right to participate in the SMART SCALE process, OIPI has not provided them access. The VAMPO Executive Committee is drafting a letter to the Secretary of Transportation requesting inclusion in future program developments.

Alec also mentioned the Building Opportunities on Main Street initiative by the Tobacco Commission, which is open to applications. He will contact Altavista, Brookneal, and Bedford to solicit interest in the program, which proposes to support the reuse of storefront properties.

Additionally, Alec reported that the Radio Board is working on securing long-term leases for equipment and has had positive communications regarding with a tower owner, which alleviated the need for a special meeting in January.

Upcoming events include a rescheduled regional gathering in Altavista and plans for a meeting of the Comprehensive Economic Development Strategy Committee there. The Spark Center in Altavista is a key resource for promoting entrepreneurship in smaller communities.

7. Other Business and Regional Roundtable

Michael Campbell shared his thoughts on the MPO (Metropolitan Planning Organization) issue, highlighting concerns about funds sent back to Richmond from the Tri-Cities MPO area. After three years of advocacy, they are beginning to establish a Transportation Authority, like the CVTA (Central Virginia Transportation Authority). Michael believes it would be valuable to localize transportation funds to regain control from the state government.

Through initiatives like the CVTA, localities can receive a portion of sales and gas tax revenues for their transportation projects. He emphasizes that local authorities should have the power to set scoring criteria for these funds, and while legislative approval is needed, there have already been successful pursuits of this initiative in other regions.

Frank noted that there is a growing reliance on grant funding for local projects, putting localities with a Transportation Authority in a better financial position. However, there are challenges related to a separate quasi-governmental authority that imposes additional taxes and fees. He wondered how other areas had addressed this issue.

Michael noted that people handle fees differently and highlighted several methods to achieve the desired outcome, such as Fredericksburg's approach with personal property tax. He mentioned that CVTA funds redirect money from the state and suggested alternatives, such as raising the sales tax instead of just increasing the fuel tax. John Sharp pointed out local opposition to tax increases, while Frank expressed concerns and emphasized the need for accurate regional fuel tax capture.

Michael stressed the importance of leveraging SMART SCALE and considering the cost-benefit ratio. He acknowledged that the Town of Appomattox benefited from studies and grants, which may not be available everywhere. Frank requested an updated report and a white paper on the concept, hoping for new insights, and Alec offered to help.

Michael encouraged the board to explore the idea, even if it leads nowhere, and noted that VDOT could be beneficial for grant funding. Dwayne added that the governor has recently started releasing bills, with some expected to be vetoed.

John Sharp mentioned he was recently interviewed about the General Assembly's discussions on zoning for commercial solar installations in rural areas. Local control over zoning is crucial, especially with significant investments influencing upcoming elections.

Bedford County is considering allocating \$100,000 this year to defend against potential legal challenges and urges other localities to do the same. This funding would cover attorney fees if legal action were needed.

Bedford County believes the state government misjudges local zoning issues, with its Comprehensive Plan protecting agriculture and tourism at Smith Mountain Lake. John invites discussions with county boards, emphasizing that even a small commitment from your locality would send a strong message against these initiatives. John requests your support in this effort.

12. Adjournment

The motion to adjourn was entertained by the Vice-Chair. Dwayne Tuggle made a motion to adjourn, and Richard Connor seconded the motion. The meeting was adjourned at 6:10 PM.

X _____
Signature attest

Date



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Central Virginia Planning District Commission Executive Committee Meeting Minutes April 10, 2025 @ 1:00 PM

Meeting Location: CVPDC Offices
828 Main Street, 12th Floor
Lynchburg, VA 24504

Members Present:

Chairman Reggie Bennett, Town of Altavista
Frank Rogers, Campbell County
Sara McGuffin, Town of Amherst
Bart Warner, Town of Bedford
Gary Shanaberger, Town of Altavista
Michael Campbell, Town of Appomattox
Jeremy Bryant, Amherst County

Joining Virtually:

John Spencer, Appomattox County
Donna Witt, City of Lynchburg

Staff Present:

Alec Brebner
Sandy Dobyns
Patti Lassiter

1. Welcome and Introductions

Chairman Reggie Bennett welcomed the Executive Committee. The meeting started at 1:00 p.m.

2. Consideration of Requests for Electronic Participation

Chairman Bennett asked for a motion for John Spencer to participate electronically. Sarah McGuffin made the motion, which Gary Shanaberger seconded. John was approved to participate in the meeting virtually.

3. Fiscal Year 2026 Work Plan & Budget Recommendation

Alec thanked everyone for attending the scheduled executive committee budget meeting. The bylaws stipulate that a committee, including the managers and the chairman, should convene to make a budget recommendation before May 15 of that year, which then goes to the full commission for a vote. Alec appreciates everyone taking time out of their day to meet.

Alec had three main topics to discuss: a work plan, a document outlining the budget highlights, and the budget itself. The good news is that there are likely fewer moving parts than last year since the CVPDC doesn't have as many new grants. Because the PDC had ten new grants last year, many of those projects are ongoing, which is reflected in the work plan. Alec highlighted a few new items in yellow for everyone's attention.

Alec emphasized that our financial condition is sound. He briefly discussed our situation during the January audit, when the auditors gave a favorable report. In the March meeting, Alec offered a broad overview of some topics to be discussed. Alec will go through the agenda item by item and welcome any questions.

The first item on the agenda is Economic and Community Development, one of the core reasons why Planning District Commissions (PDCs) were established in the 1960s. The centerpiece of Economic Community Development for PDC is the Comprehensive Economic Development Strategy (CEDS). Alec mentioned last year that staff would be seeking a grant for this and is pleased to report that staff successfully obtained a \$30,000 grant, awarded for each of the next two years, which requires a 50% match.

In addition, Alec previously discussed pursuing an agribusiness planning initiative. The CVPDC received a \$10,000 award from the Tobacco Commission to contribute to this initiative. Initially, the grant was expected to fund a standalone project. However, the award was cut in half during the Tobacco Commission meeting, which took place after PDC had already adopted its budget.

As a result, staff incorporated that \$10,000 into the CEDS initiative, adding an agribusiness component. Staff will convene farmers, producers, and extension agents to participate in this new component. Although smaller than initially envisioned, staff is optimistic about its success, as it addresses an area that has not historically been considered at a regional level. Questions or concerns regarding Economic and Community Development or the CEDS were welcomed.

Alec moved to the next agenda item, the Brownfields initiative. Staff had \$500,000 allocated for this project and spent most of it over the past couple of years. Currently, there is about \$30,000 remaining. This funding was designated for Phase-One site assessments throughout the region. There are multiple examples across the region where staff have been able to provide support.

As staff wrap up this funding cycle, they need to reapply for additional funds, but they likely won't have access to them until the end of FY26. Therefore, staff did not include any new funding from this initiative in the budget. However, the CVPDC still has the \$30,000 left and may find a suitable use within the next two months. The remaining amount is insufficient to fund a complete site assessment.

Alec moved on to hazard mitigation planning. Staff previously discussed that the Department of Emergency Management had contacted the CVPDC regarding grant funding for disaster planning. Staff applied for a hazard mitigation grant requiring only a 5% local match. This grant is valued at \$126,000. FEMA has a unique adoption process. First, the staff must complete the regional plan, submit it to FEMA for approval, and then present it to all county boards, city councils, and town councils for endorsement.

As for regional support, CVPDC staff can assist with initiatives and grant writing. In recent years, the Southeast Crescent Regional Commission (SCRC) finally received funding after being established. The CVPDC now receives over \$22,000 a year in federal funding that supports capacity building. Importantly, funding applications do not necessarily have to go through the SCRC; they could also be submitted to other sources, such as Tobacco Commission programs, which fall within the SCRC's scope. Alec highlighted a challenge staff faced: the SCRC does not reimburse CVPDC on a dollar-for-dollar basis for its time.

Alec shared that this situation with the SCRC aligns with trends observed at the national level, especially regarding specific National Institutes of Health (NIH) grants that have been canceled and restored. One significant issue was a proposal to reduce their overhead rate from 90% to 15%.

Alec shared an example of grant writing and administration. The Career & Technical Education Institute in Appomattox is progressing, albeit not as swiftly as initially hoped. Staff anticipate that CVCC will purchase the facility's equipment and is on track to start classes there in August. If that timeline is missed, the aim is to begin in January instead. Nearly \$900,000 has been secured in awards for this facility in the town of Appomattox. Additionally, staff has ongoing projects like the CDBG implementation grant for the Town of Bedford and planning grants from Madison Heights and Altavista.

Alec went on to discuss recent developments regarding regional water supply planning. Most **Executive** Committee members participated in discussions last fall about this topic. The key change is that DEQ no longer requires applicants to scope out the entire plan for \$8,800; instead, the planning effort can be initiated with that amount. The PDC directors have been comparing notes on how to allocate these resources.

A meeting in Altavista a couple of weeks ago, where the DEQ presented information, generated significant interest among attendees for the CVPDC to work on this plan. Alec wanted to bring this back up for discussion, as there's potential to pursue the \$8,800 grant in FY26. This funding could be used for data investigation and exploration, which is crucial.

Prospective consultants for water supply planning indicated that the most significant unknown affecting their cost estimates is the uncertainty surrounding the data they will find. They have a good sense of what data are available from the Lynchburg City Water Department; however, it's challenging to provide accurate cost estimates including systems with limited documentation. Additionally, larger private water users, such as GREIF, must be considered as part of the plan and must be included in efforts to gather information regarding water usage. In the past, costs have ranged from \$350,000 to \$500,000. Clarifying data availability now might help refine future estimates, especially since this plan is not due until 2029.

A significant question is how to fund this after the initial \$8,800 is allocated. The DEQ staff suggested lobbying the General Assembly for additional funding. To facilitate this discussion, Gary has suggested inviting Mark Peake, who is on the Planning District Commission, to join the CVPDC May meeting to explore ideas.

Sara feels it is essential that we start the convening process. The board needs to come together to assess what resources everyone has and determine what the region needs to produce and what the final outcome will look like. One challenge is that the first funding window passed, and Sara wants to ensure we don't miss future opportunities because we haven't organized ourselves effectively. Sara would like the PDC to take a proactive role in convening this group. She doesn't want to commit PDC funding—just time—to ensure we don't overlook anything. Additionally, we need to coordinate with Nelson County to clarify their involvement.

Alec clarified that DEQ assigned Nelson to Central Virginia and Bedford County to Roanoke. If there is a decision to move forward, Alec would discuss collaboration with Nelson County staff, who works with CVPDC staff on the Region 2000 landfill, to determine their preferred course of action. In conversations Alec has had with Nelson, they have expressed a desire to continue working with the CVPDC. They even have a board member who previously lived in California and is sensitive to the water supply issues based on his experiences there.

Sara mentioned that Nelson County's board chair was present in Altavista, and he was very engaged and interested. They both understood the importance of deciding soon whether to continue with this group or send a letter to explore other options. It seemed Nelson was inclined to stay with the current group. However, Sara doesn't want to delay, as she believes the regions that position themselves sooner will be able to access the funding.

Frank recalls that the localities, including himself, decided to keep it local until they learned more. Since the meeting in Altavista, the Campbell County team returned with the message that it makes more sense to approach this regionally. Frank is now on board with that strategy, recognizing it's a change from his previous position. Frank appreciates that Alec and his staff brought this to the board's attention some time ago.

Alec noted that, in efforts to fund this project, staff submitted a pre-application to VDEM for

assistance. Staff was pleased to receive approval. The CVPDC must now complete a full application in July.

Frank asked how the \$8,800 works. Is that per applicant? Alec stated that it's per region. Sara explained that there was a pool of \$8,800 available. If everyone accessed this fund, each region would receive that amount. However, if not everyone applied, the remaining funds would be distributed among those who did. Central Virginia missed the first \$8,800 opportunity. Looking ahead, there is a second opportunity for \$8,800 available. While it isn't a large amount, it could at least help Central Virginia begin convening and gathering data.

Frank asked if a motion was needed to include this in the work plan. Alec replied that it had already been added to the work plan, and if the board was satisfied, it could remain as stated.

Frank asked if Nelson would be included due to the watershed. Sara responded that the DEQ designated this region based on the watershed during the last planning cycle. During the previous regional water supply planning, participants were allowed to choose their own regions while this particular region has a fairly rational geography. Many regions followed this approach, prompting the DEQ to designate geographies instead; now, jurisdictions must formally request to be released from their assigned regions.

Alec introduced agenda item number six, which is also a significant issue. Frank brought this topic to his attention a couple of months ago. For those who may not be aware, ambulances used to be able to transport patients to the hospital, where they could restock their drug supplies. This allowed them to efficiently manage their resources and return to providing care. However, recent regulations have changed this process, and hospitals can no longer host drug resupply services for ambulances. As a result, every ambulance must return to its EMS station to restock before returning on the road.

Frank was ahead of the curve on this issue, anticipating the regulation's impact before it took effect. The public safety directors, however, agreed that they had already made significant progress with local solutions and that further innovative alternatives might not be necessary.

Greg Wormser, the city's fire chief, has since contacted CVPDC staff to suggest further study. He is assessing whether the system is sustainable in the long term, considering both operational costs and the time lost while ambulances are off the road.

Since, two localities—Lynchburg and Campbell—are interested in discussing this matter, staff proposed to convene a regional conversation to determine whether we can continue with the current approach, explore other options, or simply entertain new ideas for improving the situation.

Frank mentioned he initially considered whether there might be a way to regionalize the pharmaceutical operation. However, it reminded him of the broadband discussions; when they started talking about broadband on a regional level, some areas had made much more

progress than others, making it difficult to connect everything meaningfully. He believes that since this is still in its early stages and they are beta testing what they are rolling out, there might still be an opportunity for discussion. Each of them must establish their pharmacies, which involves securing facilities, stocking medications, and even installing safes in all of their ambulances. They need to order the medications, manage inventory, and handle deployment. He is uncertain if an economy of scale can be achieved in any aspect of this process.

Jeremy mentioned discussions within Amherst's EMS team and detailed inventory tracking. Frank noted that expensive medications might expire due to a lack of use in a small locality. Gary wondered if resources could be pooled for inventory management.

Alec moved on to discuss workforce development. Tracy Blido, the executive director, expects to note another 10% cut in the budget. This trend is reflected in the current budget, as they reduced one full-time equivalent (FTE) position a couple of years ago. The Workforce Development Board is generally satisfied with its progress; however, the steadily declining funding is presenting a significant challenge.

On the housing side, staff had that regional housing market analysis completed a few months ago, and one of the things recommended was to convene conversations and to do outreach around housing solutions and ideas. That has precipitated the housing summit on June 25. The CVPDC received \$2 million three years ago to invest in affordable housing units around the region. Remaining dollars from that grant appear in the FY2026 budget with a deadline to expend by the end of the calendar year.

On the topic of transportation, the TPO is the biggest funding source for PDC staff. Alec is the chairman of the Virginia Association of MPOs, and he interfaces with leadership from around the state, including VDOT and FHWA. In this role, Alec participates in negotiations over funding allocations. The CVTPO got a \$25,000 increase through this process.

The Lynchburg Multimodal Plan, being done by Timmons Group, has impressed the city staff and Kelly Hitchcock, our planning director. That exciting project will yield recommendations on what kind of transportation improvements could be funded in the city. It's trailing the Safety Action Plan by about three months, which will be wrapped up by the summer.

The Multi-Modal Plan complements the Safety Action Plan very well, because the Safety Action Plan primarily considers regional issues like speeding, enforcement, road departures, and high-speed arterials. In contrast, the transportation situation in Lynchburg is more complicated because there are more users of different types or modes of transportation.

The Thriving Communities project, focusing on Twelfth Street in the city, was granted a \$50,000 subaward by USDOT. That project looks to redevelop the corridor and create a stronger connection between the Amtrak station and Main Street itself.

On the environmental quality side, the CVPDC's Middle James River Preservation Plan, funded

by a grant from the National Fish and Wildlife Federation, is on hold. The federal government has paused the source of the revenue at the US EPA.

The Chesapeake Bay Watershed program continues. The CVPDC has been awarded a \$15,000 supplemental award that can be used for a micro-grant program to fund demonstration projects of best management private practices and low-impact development to raise awareness of water quality.

Staff continues administering the Radio Communications Board and the Region 2000 Services Authority. With the Radio Communications Board, staff has discussed several challenges, the possible loss of a tower, and the strategy in terms of connectivity.

Alec paused and asked for questions. None were offered, so he continued with the budget highlights.

Alec started with project revenues and noted the expected increase in transportation planning dollars available to the CVTPO. He explained that no locality had proposed a study project akin to the ongoing US-221 corridor study. As a result, an apparent surplus in revenue is available should a need arise mid-year. Otherwise, the surplus could be rolled over into future years. Alec noted that the Safety Action Plan or Multi-Modal Plan might yield a follow-up initiative suitable for funding in FY2026.

Alec went on to highlight the membership contributions. In its November meeting, the Planning District Commission recommended a schedule of membership contributions. The PDC cannot require these contributions; it's a voluntary membership organization for local governments. Nevertheless, the Commission will ideally be unanimous in the dues structure it recommends. The CVPDC recommended that membership contributions remain the same from FY2025 to FY2026: \$1,227 per Town and \$0.675 per capita for the Counties and City. Alec opened the floor for questions and expressed appreciation to Sandy, who did a tremendous amount of work on the budget.

Operations expenses are flat at a million dollars. A big reason for that is that the staff proposes to freeze the administrative executive assistant position and leave it unfunded. Other than the stationing of a person at the front desk, staff has not found an enormous need for that position. Patti Lassiter is performing the executive assistant tasks and assisting with the Region 2000 financials. Patti is doing a great job. Also, when staff weighed the fact that the landfill would be closing in four years and that the CVPDC would be losing revenue, staff couldn't justify continuing the expense.

The current budget includes a proposed 3% cost-of-living adjustment, which aligns with the Commonwealth's budget for the biennium. A couple of bigger expenses included the PDC server, due to be replaced, for \$14,000. CVPDC's auditors notified staff that its cost will increase by about \$5,000 in the coming year.

Alec gave a summary statement, saying he believes the CVPDC is in good shape overall. He hopes the elected officials on the Commission are satisfied that the organization's expenses remain stable. Alec noted that an apparent surplus in revenues is unusual. This is primarily due to transportation funding on which no significant future project has a claim in FY2026. Alec further explained variations in the accounting for VDOT revenues versus DRPT revenues and the impact of the federal fiscal calendar. Carryover funds are routine and expected from FY2027 to FY2027.

Alec concluded his presentation. Chairman Bennett asked if there were any questions or need for clarification on the content presented. Hearing none, the chairman entertained a motion to recommend the FY2026 Work Plan and Budget as presented. Frank Rogers made the motion. Gary Shanaberger seconded it. All were in favor, and the motion passed.

4. Adjournment

Chairman Bennett asked if there was any further business or if anyone had an update about happenings in their jurisdictions. Hearing none, the chairman asked for a motion to adjourn. Sara McGuffin moved to adjourn. Gary Shanaberger seconded it. The meeting was adjourned at 1:53 PM.

X _____
Signature attest

Date