Central Virginia Planning District Commission
Regular Meeting Agenda
5:00 p.m., November 19, 2026

CVPDC Offices – 828 Main Street, 12th Floor
Lynchburg, VA

Electronic connection: https://us02web.zoom.us/j/82064751604?pwd=3hYgzBULaMZIveas2x1bBvE2z2JVnP.1&jst=1

Meeting ID: 820 6475 1604 Passcode: 888398 Dial In: 309-205-3325

1) Welcome .....Richard Conner, CVPDC Chairman

2) Consideration of Requests for Electronic Participation .....Chair

3) Meeting Minutes: Regular meeting, September 17, 2026 (attachment).....Chair

4) CVPDC Title VI Plan (attachment).....Chair & Staff

5) 828 Main Street Office Lease Renewal (see Staff Report).....Chair & Staff

6) Member Local Government Contributions (see Staff Report).....Chair & Staff

7) Organizational Reports.....Staff
   a) Financial Report (attachment).....Sandy Dobyns
   b) Executive Director's Report (presentation) ..... Alec Brebner
      i) CVPDC Housing Policy Event
      ii) Central Virginia Comprehensive Economic Development Strategy update
      iii) Substate Transportation Funding Mechanisms
      iv) LRBA-CVPDC Dinner?

8) Other Business and Regional Roundtable ..... Chair

9) Adjournment.....Chair

Central Virginia Planning District Commission
Amended Meeting Agenda Brief Sheet
5:00 p.m., November 19, 2026

1) Welcome ..... Richard Conner, Chairman

2) Consideration of Requests for Electronic Participation .....Chair

3) Meeting Minutes: Regular meeting, September 17, 2026 (page __).....Chair
The request of the Commission is approval of the minutes from its September meeting.

4) CVPDC Title VI Plan (page __).....Chair & Staff
State and federal funders are now requiring the CVPDC and the CVTPO to adopt separate Title VI Plans. The updated draft plan is provided for review by the Commission in advance of a 30-day public notice period. The plan, amended as necessary to reflect Commission review and public comment, will appear on the CVPDC January agenda for adoption.
The request of the Commission is to be advised of the need for future action and review the plan before action at the next regular meeting, January 21, 2027.

5) 828 Main Street Office Lease Renewal.....Chair & Staff
The included staff report provides more information on upcoming changes to the property and seeks Commissioners' guidance for future long-term tenancy.
The request of the Commission is affirmation to work with building ownership on a long-term lease and space modernization beginning in Fiscal Year 2029.

6) Member Local Government Contributions.....Chair & Staff
Planning District Commissions must develop recommendations to member local governments regarding membership contributions in November. Once recommended by the Commission, staff transmits requests to all members for consideration in their budget deliberations. Subsequent to local government budget development, the PDC prepares its annual budget (April-May).
The request of the Commission is approval of a schedule of membership contributions based on $0.675 per capita. No increase is recommended.

7) Organizational Reports.....Staff
   a) Financial Report (page __).....Sandy Dobyns
   b) Executive Director's Report (presentation) ..... Alec Brebner

Staff report items: Report on October 28, 2026, housing policy event held alongside the LRBA; Central Virginia Comprehensive Economic Development Strategy progress update; follow-up on substate transportation funding mechanisms (e.g., "transportation authorities"); future LRBA-CVPDC dinner for local elected and appointed officials and LRBA board members (e.g., Januar7 2026 dinner with speakers on data centers).

8) Other Business and Regional Roundtable .....Chair
Commissioners may address the group with items of interest across the planning district.

9) Adjournment .....Chair

Staff Report

Date: November 19, 2026
To: Central Virginia Planning District Commissioners
Form: Alec Brebner, AICP – Executive Director

CVPDC Title VI Plan

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color, and national origin in programs and activities receiving federal financial assistance. All agencies that receive federal funding must develop a Title VI Plan that provides non-discrimination assurances and presents the program actions to ensure compliance in program, project and contract execution.

The current CVPDC Title VI Implementation Plan was adopted by the CVPDC on May 18, 2023. The existing document covers all CVPDC programs, including the CVTPO. New Federal and State requirements and changes in federal program language, or interpretations thereof, require separate PDC and TPO documents.

The Draft CVPDC Title VI Implementation Plan is provided in the agenda packet. It differs from the current plan only insofar as it does not cover the CVTPO. This document, from a compliance and content standpoint, represents the final CVPDC Title VI Plan; with this document having been reviewed/approved for required content by Sarah Mahle, Lynchburg District Civil Rights Manager, as well as DRPT.

CVPDC staff will continue to finalize the document, through final editing, formatting, images, etc. to advance a 30-day public comment period from November 30 to December 30, 2026. The final document, to include incorporation of any public comments, will be brought back to the CVPDC for adoption consideration at its January 21, 2026, meeting.

Office Lease Renewal

The Central Virginia Planning District Commission has been a tenant at 828 Main Street for two decades. Our current lease expires at the end of Fiscal Year 2028.

TruVine Investments purchased the Bank of the James building a couple of years ago and employed CDG Property Management to manage this building. The building was constructed in 1972 and needs work. The ownership team has upgraded plumbing and HVAC and worked to use space more creatively to reduce vacancy and increase revenue.

The ownership team has approached CVPDC staff to discuss their long-term plans for the building and our long-term interest in the space we occupy. TruVine plans a $38 million building renovation that will involve a $21 million replacement of the building envelope in addition to renovations and repairs to the elevators, bathrooms, and parking structure, as well as property modernization.

TruVine would like to modernize each office suite. It's offering an incentive package of $5 per square foot in exchange for a 5-year lease or $8 per square foot for an 8-year lease.

The 12th floor of the Bank of the James Building is currently divided into two suites. The CVPDC occupies a 5,000-SF suite. We recently vacated the southwestern side of the building, which measures 3,000 square feet. The ownership group has not been able to lease the space we vacated.

Prior to 2016, the CVPDC, then doing business as the Region 2000 Local Government Council, occupied the 12th floor, together with the Region 2000 Economic Development Partnership, Workforce Investment Board, Technology Council, and young professionals group. In 2016, the Lynchburg Regional Business Alliance assumed responsibility for the economic development partnership and young professionals group. The Technology Council is independent.

The CVPDC was paying $11 per square foot in rent in 2022, an amount more typical to downtown residential real estate than main street office space. New ownership then sought to increase our rent to $15 per square foot. We avoided an increase by reducing our office size from 8,000 to 5,000 square feet by vacating one end of the building. Our resulting rent increased to $15 per square foot and now totals $17 per square foot due to an annual escalator.

The ownership group seeks $25.50 from us in 2029, when its planned improvements are complete. They further offer to amortize the cost of tenant upfit into our rent. These costs would be only those in excess of the upfit allowance of $5 or $8 per square foot.

The CVPDC's revenues are roughly one-half federal, one-quarter state, and one-quarter local. Our rent is built into our overhead and billed on top of our hourly rates to grants. In broad brush strokes, this means that ¾ of any rent increase would be passed on to grantors.

The Planning District Commission has 23 seats. Our boardroom is not large enough to seat 23 comfortably. The Central Virginia Workforce Development Board is too large to meet here and instead meets at the LRBA building on Lucado Place. Meanwhile, we have an office reception area that we do not use. To staff's knowledge, the interior finishes (carpet, wallpaper, etc.) have not been refreshed in 20 years.

The ownership group will make available architects, interior designers, and builders to advise, redesign, and reconfigure space as we desire. Their bills would be covered by the tenant upfit allowance.

The ownership group asks for an indication from us as to whether we would like to pursue remaining in our space and whether we would like to modernize it. We would not be bound by this decision; it would merely set into motion support from the ownership group for redesign.

Our choices as an organization are as follows:

a) Remain in place and update our space;
b) Remain in place without updating our space;
c) Seek to rent other space;
d) Pursue purchasing other space; or
e) Pursue building new space.

Staff explored other rental options before we renewed our current lease. We found all options to be comparable in price (~$15/SF). Of note, our charter requires us to operate in Lynchburg, and our transportation funders require us to convene meetings on a bus route. Finally, a boardroom large enough to meet our needs is uncommon and would likely require upfit or remodeling regardless of location.

Staff would like to further explore remaining and modernizing our current space. The request of the Commission at this time is affirmation or redirection.

Member Local Government Contributions

The CVPDC is a membership organization. Participation in the Planning District Commission is voluntary. The organization provides regional planning, technical assistance, consolidated services, and direct investment throughout Central Virginia. Membership contributions make this work possible by constituting the financial foundation for the organization. These contributions fund the local matches required of state and federal grants that fund much of the CVPDC's work.

The staff of each member local government begins development of a budget during the winter to recommend to its council or board. Each November, therefore, the Commission must develop a recommendation to the governing bodies of each member locality for membership contributions.

The CVPDC bylaws provide that the Commission request contributions on a per capita basis. The bylaws direct the Commission to utilize population estimates available from UVA's Weldon Cooper Center for calculations. Each town pays a flat fee since its population counts toward the dues of the county in which it resides.

The per capita rate for CVPDC membership contributions in the current fiscal year is $0.675. Each town's payment is $1,227. The total collected in FY2027 is $186,748. Staff's preliminary expectations for the upcoming fiscal year are that grant requirements for local matching dollars will not increase. Staff would therefore advise the Commission to recommend the following membership contribution schedule based on the current per capita rate of $0.675. The population

estimates populating the table are the most recent available for the Weldon Cooper Center, the source prescribed by our bylaws.

Locality	**FY27 Contribution**	**2025 Population Estimate**	**Contribution Rate Per Capita**	**Recommended FY28 Contribution**
Town of Altavista	$1,227			$1,227
Town of Amherst	$1,227			$1,227
Town of Appomattox	$1,227			$1,227
Town of Bedford	$1,227			$1,227
Town of Brookneal	$1,227			$1,227
Amherst County	$21,227	31,872	$0.675	$21,514
Appomattox County	$11,470	16,972	$0.675	$11,456
Bedford County	$54,594	81,648	$0.675	$55,112
Campbell County	$38,119	56,906	$0.675	$38,412
City of Lynchburg	$55,203	81,417	$0.675	$54,956
	$186,748	267,574		$187,585

Substate Transportation Funding Mechanisms

At its November 2025 meeting, staff presented research about regional transportation authorities and other substate mechanisms to fund transportation improvements (e.g., I-81 fund). The Crater PDC is coordinating an effort to create the state's fourth transportation authority. Leaders in that area are coordinating with their delegation to propose legislation that would redirect gas tax revenue and raise sales tax. More information can be found here on the Crater PDC's website: https://craterpdc.org/wp-content/uploads/2026/05/April-15.South-Central-Transportation-Authority.pdf.