

SOUTHSIDE PLANNING DISTRICT COMMISSION
Regular Quarterly Meeting
July 16, 2020

A regular quarterly meeting of the Southside Planning District Commission (SPDC) was held in the Commission Conference Room, 200 South Mecklenburg Avenue, South Hill, Virginia on July 16, 2020. Chairman Kim Callis called the meeting to order at 6:00 p.m.

Chairman Callis recognized two new members recently appointed to the Commission – Joseph Chandler III representing the Town of South Boston and Joseph Taylor, Jr. representing the Town of South Hill.

Due to the nature of the COVID-19 Declaration of a State of Emergency and pursuant to Code 2.2-3708.2, this meeting was held by electronic communications, via the Zoom electronic platform. The catastrophic nature of this declared emergency made it impractical and unsafe to assemble a quorum in a single location and the purpose of this meeting was to discuss or transact the business statutorily required or necessary to continue the operations of the Southside PDC. This meeting was recorded as required by FOIA for electronic meetings. Roll call votes were taken on all action items.

Executive Director Gosney called the roll. With 17 Commissioners being present, a quorum was met for this meeting.

The Roll Call is as follows:

BRUNSWICK COUNTY	Present	Absent
Garland Baird		X
Bernard Jones, Sr.		X
Alfonzo Seward		X
Leslie Weddington - Treasurer	X	
John Zubrod	X	
HALIFAX COUNTY		
Stanley Brandon	X	
William Claiborne		X
Ronnie Duffey	X	
Sandra Garner-Coleman	X	
Jerry Lovelace	X	
David Martin		X
Garland Ricketts	X	
Scott Simpson		X

MECKLENBURG COUNTY	Present	Absent
M. J. Colgate	X	
Andy Hargrove	X	
Landon Hayes, Jr.		X
Charles Jones	X	
Angie Kellett		X
Charlie Simmons	X	
Glanzy Spain	X	
Tom Tanner	X	
SOUTH BOSTON		
Joseph Chandler		X
Winston Harrell	X	
George Leonard	X	
Ernest Vass		X
SOUTH HILL		
Kim Callis - Chairman	X	
Lillie Feggins-Boone	X	
Joseph Taylor		X
TOTAL	17	11

Staff in Attendance:

Deborah Gosney, Executive Director
 Lisa McGee, Administrative Assistant
 Stephanie Creedle, Finance Director/HR

PUBLIC COMMENT PERIOD

Chairman Callis asked for public comments. Hearing none, the public comment period was closed.

APPROVAL OF THE AGENDA

JOHN ZUBROD MADE A MOTION THAT THE AGENDA BE APPROVED AS PRESENTED. THE MOTION WAS SECONDED BY LILLIE FEGGINS-BOONE AND BY ROLL CALL VOTE, ALL COMMISSIONERS VOTED AFFIRMATIVELY.

EXECUTIVE COMMITTEE REPORT

Chairman Callis reported that the Executive Committee met both in-person and virtually on June 25, 2020 and discussed the following:

1. The FY21 Budget and Management Plan were presented and approved.
2. The FY21 EDA Planning Grant and FY21 VDOT Rural Transportation Work Program contracts, both requiring match dollars, were approved.
3. Executive Director Gosney provided an update of recent activities including new COVID-related grants, the VAPDC Virtual Summer Conference and a Bylaws amendment update.

M. J. COLGATE MADE A MOTION TO ACCEPT THE EXECUTIVE COMMITTEE REPORT. THE MOTION WAS SECONDED BY JOHN ZUBROD AND BY ROLL CALL VOTE, ALL COMMISSIONERS VOTED AFFIRMATIVELY.

APPROVAL OF MINUTES

The January 23, 2020 minutes were previously dispensed to members for review.

GLANZY SPAIN MADE A MOTION FOR APPROVAL OF THE JANUARY 23, 2020 MINUTES. THE MOTION WAS SECONDED BY TOM TANNER AND BY ROLL CALL VOTE, ALL COMMISSIONERS VOTED AFFIRMATIVELY.

TREASURER’S REPORT

Treasurer Weddington presented the financial report as of May 2020 as follows: Assets, \$1,329,028.48; Liabilities, \$1,064,925.20; Retained Earnings, \$228,869.89; and Net Balance, \$35,233.49. Expenditures to date totaled \$746,075.99, which is 80 percent of the annual budget. The expenditures are on target for FY20.

JOHN ZUBROD MADE A MOTION THAT THE MAY 2020 TREASURER’S REPORT BE ACCEPTED AS PRESENTED. THE MOTION WAS SECONDED BY ANDY HARGROVE AND BY ROLL CALL VOTE, ALL COMMISSIONERS VOTED AFFIRMATIVELY.

FY21 BUDGET & MANAGEMENT PLAN

Executive Director Gosney presented the FY21 Budget and Management Plan, as adopted by the Executive Committee on June 25, 2020, with a 2.5% cost-of-living adjustment to salaries. She reviewed the FY21 Budget first.

The FY21 Revenue is as follows:

<u>FY21 Revenue</u>	
Member Jurisdiction Dues	\$ 123,992.50
Revenue Brought Forward	495,071.00
New Revenue Approved	355,771.00
Deferred Revenue	(36,500.00)
Interest Income	<u>12,000.00</u>
Total Revenue	\$950,334.50

The FY21 Expenditures are as detailed below:

<u>FY21 Expenditures</u>	
Direct Chargeable Salaries	\$337,305.38
Employee Fringe Benefits	219,339.79
Travel/Per Diem	10,000.00
Other Direct Cost – Grants	10,000.00
Other Direct Cost – S/L	40,000.00
Indirect Costs	<u>299,730.11</u>
Total Revenue	\$916,375.28

Mrs. Gosney noted that Revenues exceed Expenditures by \$33,959.22.

Next, Mrs. Gosney referred Commissioners to the FY21 Management Plan. She gave a brief overview of each section. This document is our work program and is sent to many of our funding agencies.

M. J. COLGATE MADE A MOTION TO APPROVE THE FY21 BUDGET AND MANAGEMENT PLAN AS PRESENTED. THE MOTION WAS SECONDED BY JOHN ZUBROD AND BY ROLL CALL VOTE, ALL COMMISSIONERS VOTED AFFIRMATIVELY.

VDOT SMART SCALE RESOLUTION

In an effort to demonstrate regional support for all Smart Scale grant applications being pursued by the jurisdictions within our District, the Commission adopted the following resolution of support:

RESOLUTION OF SUPPORT

SMART SCALE APPLICATIONS

WHEREAS, in the 2014 legislative session the Virginia General Assembly passed House Bill 2, now known as Smart Scale, which provided for the development of a prioritization process for projects funded by the Commonwealth Transportation Board; and

WHEREAS, the projects submitted by localities within the Southside Planning District address specific needs identified in VTrans, Virginia's multimodal transportation plan; and

WHEREAS, all projects are specifically identified in the Southside Planning District Commission's 2045 Rural Long-Range Transportation Plan and/or in the 2019 U.S. 58 Arterial Preservation Plan for the counties of Brunswick and Mecklenburg; and

NOW, THEREFORE, BE IT RESOLVED, that the Southside Planning District Commission endorses the following projects located within its jurisdiction as candidates for the Commonwealth Transportation Board's Smart Scale project prioritization process:

- 1.) Brunswick County – Intersection improvements for US 58 and Robinson Ferry Road.*
- 2.) Brunswick County – Intersection improvements for US 58 and Brunswick Square Shopping Center, and US 58 and Cattail Drive/Twin Ponds Road.*
- 3.) Brunswick County – Intersection improvements for US 58 and Brunswick Square Shopping Center, US 58 and Cattail Drive/Twin Ponds Road, and lengthen acceleration/deceleration lanes on the west side of US 58/VA 46 interchange.*
- 4.) Town of Clarksville – Intersection improvements for US 58 Bus, US 15, VA 49 (Roundabout).*
- 5.) Halifax County – Intersection improvements for US 58 and Piney Grove Road.*
- 6.) Halifax County – Intersection improvements for US 501 (LP Bailey Memorial Hwy/N Main St) and VA 360 (Bethel Rd).*

- 7.) *Mecklenburg County – Intersection improvements for US 58 and Regional Airport Road, and US 58 and Brown Town Road.*
- 8.) *Town of South Hill – Intersection improvements for US 58 and Country Lane.*
- 9.) *Town of South Hill – Intersection improvements for US 58 and Old Highway Fifty-Eight (Roundabout), and construct new connector road from Cycle Lane to Old Highway Fifty-Eight/High Street.*
- 10.) *Town of South Boston – Intersection improvements for US 501 (Wilborn Street and Broad Street) and Crescent Drive (Roundabout).*
- 11.) *Town of South Boston – Intersection improvements for US 501, Factory Street, and Wall Street (Roundabout).*

STANLEY BRANDON MADE A MOTION TO APPROVE THE VDOT SMART SCALE RESOLUTION AS PRESENTED. THE MOTION WAS SECONDED BY WINSTON HARRELL AND BY ROLL CALL VOTE, ALL COMMISSIONERS VOTED AFFIRMATIVELY.

EXECUTIVE DIRECTOR’S REPORT

Active Projects – SPDC Staff is currently administering 25 projects throughout the three-county region with grant funds totaling \$11,389,342. These projects are listed in detail on the SPDC Active Projects List.

Pending Projects – There are 13 grant applications pending that, if funded, will result in an additional \$8,913,747 in grant dollars invested in our communities.

VDOT MAP-21 Pending Applications – Three MAP-21 applications were submitted in October 2019 totaling \$1,939,250 in requested grant dollars.

1. **Lawrenceville Tobacco Heritage Trail Project** (\$471,812) – Tentatively selected by VDOT for funding; Board will meet in the fall and formally award project.
2. **South Hill Downtown Project** (\$953,417) – Not selected for tentative award.
3. **Lawrenceville Sharp Street** (\$514,121) – Tentatively selected by VDOT for funding; Board will meet in the fall and formally award project.

CDBG Pending Construction Applications – Two construction applications were submitted April 2020 totaling \$2,398,861 in requested grant dollars. The Governor’s announcement is expected soon.

1. **Brunswick County Chestnut Road Scattered Site Project** (\$1,000,000)
2. **La Crosse Pine Street – Community Project – Phase 2** (\$1,398,861)

CDBG Pending COVID Applications – Three applications were submitted to DHCD requesting COVID CDBG funds totaling \$1,500,000 to provide grants of approximately \$15,000 to eligible small businesses.

1. Brunswick County Small Business Recovery Project – Submitted June 2020 (\$500,000)
2. Mecklenburg County Small Business Recovery Project – Submitted June 2020 (\$500,000)
3. South Boston Small Business Recovery Project – Submitted June 2020 (\$500,000)

Other Pending Applications – Applications submitted to other funding agencies that are pending approval; a total of \$3,042,636 in grant dollars requested.

1. South Boston Riverdale Acquisition Project (VDEM) – Submitted May 2019 (\$2,522,636)
2. Chase City Robert E. Lee Building Community Impact Study (VHDA) – Submitted May 2020 (\$20,000)
3. Chase City Robert E. Lee Building Disaster Assistance (DHR) - Submitted July 2020 (\$250,000)
4. Brunswick County Sledge & Barkley Building Disaster Assistance (DHR) – Submitted July 2020 (\$250,000)

CDBG 2021 Applications – Three projects have been identified for next year’s CDBG March 2021 construction round. Planning grants are pursued for these projects to fund the required activities and documents needed for the upcoming applications. Planning grants received to date total \$33,000.

1. Brodnax Hwy 58 & Dornia Housing Rehab Planning Project – Awarded 08/15/19 (\$30,000)
2. South Boston N. Main Street Housing Rehab Planning Project – Awarded 06/23/20 (\$3,000)
3. South Hill 2nd & 3rd Street Comprehensive Planning Project – Submitted July 2020 (Pending)

New Projects in Development – Currently, we have ten projects in the development phase with plans to submit funding applications over the next few months.

CEDS Five-Year Update – The CEDS is near completion, and the 30-day public comment period will be advertised soon utilizing local websites and newspapers. The CEDS will be directly emailed to the stakeholders that attended the Community Input Session in December and to local government managers/mayors and economic development organizations. We plan to formally adopt the CEDS at the October Annual Meeting.

SPDC Assessment and Strategic Plan – Staff submitted a grant application to VHDA in May requesting funds to secure a consultant to perform an assessment and prepare a strategic plan for the PDC. Part of the process will be to take a hard look at the current Bylaws to make needed changes. The Bylaws Committee has been formed and will be engaged in the review process. We anticipate receiving feedback soon on the grant application.

EDA-COVID-Non-Competitive Grant – As a result of the COVID Pandemic, EDA submitted an invitation to all Economic Development District's (EDD's) to apply for up to \$400,000 in non-competitive funds with a no match requirement. The funds are to be used solely for COVID-related activities/initiatives. The PDC responded to the invitation and applied on June 1, 2020. The Notice-of-Award was received July 2, 2020. Funds will be used to apply for and administer COVID-related projects, create a comprehensive small business/industry database, and update the CEDS to include a Pandemic Response Plan.

Lake Country Development Corporation – The Micro-Loan Pool was amended to accommodate the special needs of small businesses during the COVID-19 Pandemic. To date, a total of ten (10) loans have been made.

GO Virginia – SPDC Staff is currently providing administrative support services for eight (8) GO Virginia Projects.

Upcoming SPDC Meeting – Our next meeting is the Annual Dinner Meeting scheduled for October 15, 2020. We have not confirmed the location or the caterer just yet. Future meetings are scheduled for January 28, 2021, April 22, 2021, and an Executive Committee Meeting on June 17, 2021.

Staff Updates – The SPDC now has Ann Taylor Wright, CTW Consulting, LLC, working with us as Contract Staff. She is assisting with all COVID-related projects and initiatives. She is also assisting with the CEDS five-year update.

OTHER BUSINESS – Chairman Kim Callis was re-elected as President of the Virginia Association of Planning District Commission (VAPDC) for another term. Executive Director Deborah Gosney was re-elected to serve on the Board of Directors as well.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:41 p.m.



Kim Callis, Chairman SPDC



Deborah Gosney, Secretary