

SOUTHSIDE PLANNING DISTRICT COMMISSION
Executive Committee Meeting
January 27, 2022

An Executive Committee Meeting of the Southside Planning District Commission (SPDC) was held on January 27, 2022 at the Commission's Conference Room, 200 South Mecklenburg Avenue, South Hill, Virginia. Chair Kim Callis called the meeting to order at 5:30 p.m. for those wishing to attend in person and virtually utilizing Zoom technology.

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. The required public notice and receipt of public comments was provided as outlined in the requirements of electronic meetings. This meeting was recorded as required by FOIA for electronic meetings.

Director Gosney called the roll. With a total of 11 Commissioners being present in person and virtually, a quorum was met for this meeting. As 8 Commissioners were present in person, a Roll Call vote was not required for action items. The Roll Call is as follows:

BRUNSWICK COUNTY	Present	Virtual	Absent
Bernard Jones, Sr.	X		
Leslie Weddington – Treasurer	X		
John Zubrod		X	
HALIFAX COUNTY			
Stanley Brandon		X	
Garland Ricketts			X
Scott Simpson	X		
MECKLENBURG COUNTY			
Andy Hargrove	X		
Charlie Simmons	X		
Glanzy Spain	X		
SOUTH BOSTON			
Winston Harrell		X	
George Leonard – Vice Chair	X		
SOUTH HILL			
Kim Callis – Chair	X		
TOTAL	8	3	1

Staff in Attendance:

Deborah Gosney, Executive Director
Stephanie Creedle, Finance Director/HR
Julie Gill, Administrative Assistant

Guests in Attendance:

There were no guests in attendance.

PUBLIC COMMENT PERIOD

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

APPROVAL OF THE AGENDA

ANDY HARGROVE MADE A MOTION THAT THE AGENDA BE APPROVED AS PRESENTED. THE MOTION WAS SECONDED BY JOHN ZUBROD. ALL COMMISSIONERS VOTED AFFIRMATIVELY.

APPROVAL OF MINUTES

The June 30, 2021 minutes were previously dispensed to members for review.

GLANZY SPAIN MADE A MOTION FOR APPROVAL OF THE JUNE 30, 2021 MINUTES. THE MOTION WAS SECONDED BY STANLEY BRANDON. ALL COMMISSIONERS VOTED AFFIRMATIVELY.

FY22 BUDGET AMENDMENTS

Stephanie Creedle, Finance Director, reported on the FY22 proposed Budget Amendments.

Revenues were increased as a result of receiving administrative fees for the following:

- ❖ South Boston Sinai Park Project - \$1,500.
- ❖ Brodnax Piney Pond Targeted Site Housing Rehab Project - \$100,000.
- ❖ South Boston North Main Street Targeted Site Housing Rehab Project - \$100,000.
- ❖ Brunswick County Township Road Housing Rehab Project PG - \$25,000.
- ❖ Chase City B Street Neighborhood Project PG - \$25,000.
- ❖ Halifax Banister Town Housing Rehab Project PG - \$25,000.
- ❖ Mecklenburg Count Housing Rehab Needs Assessment PG - \$19,840.
- ❖ Regional Universal Fiber Broadband Project - \$75,000.
- ❖ Boydton Wastewater Treatment Plant Improvement Project - \$60,000.
- ❖ GO Virginia ExperienceWorks Project - \$15,018.
- ❖ GO Virginia Seed Innovation Hub Project - \$12,000.
- ❖ GO Virginia SVRA Regional Site Development Project - \$35,000.
- ❖ Kinderton Technology Campus Due Diligence - \$2,500.
- ❖ Riverdale Acquisition Project - \$100,000.
- ❖ SPDC Affordable Housing Development Program - \$25,000.

Revenues decreased as a result of projected administrative fees being adjusted for the following:

- ❖ Urgent Need Southern Virginia Food Insecurity Project - \$70,000.
- ❖ GO Virginia GIS Project - \$13,332.

Overall adjustments resulted in an increase of **\$537,526** in approved FY22 Revenues.

Expenses increased due to the following:

- ❖ Direct Chargeable Salaries, Indirect Salaries and Fringe Benefits increased to allow for additional staff capacity - \$31,204.76.
- ❖ Equipment Rental, Maintenance and Use increased due to extra copier use for the Small Business Grants this year - \$2,000.
- ❖ Depreciation was decreased to adjust to actual - \$1,700.

Overall adjustments resulted in an increase of **\$31,504.76** in FY22 Expenses.

The net increase to the FY22 Amended Budget is **\$506,021.24**.

UPON MOTION BY JOHN ZUBROD, SECONDED BY ANDY HARGROVE, THE FY22 BUDGET AMENDMENTS WERE UNANIMOUSLY RECOMMENDED FOR APPROVAL TO THE FULL COMMISSION.

PER CAPITA DUES INCREASE

A per capita dues increase was proposed by the Bylaws Committee during the many discussions that were held in 2021 regarding amendments to the Bylaws. The Budget & Finance Committee met on June 15, 2021 and made a recommendation to increase per capita dues from \$1.25 to \$1.50 to be effective for the FY23 Budget. Committee members felt this was critically needed due to the ongoing decline of population in the region. A dues increase had not been made in over 15 years. Scott Simpson, Chair of the Budget & Finance Committee, presented a spreadsheet which he prepared showing a comparison between per capita dues rates of \$1.25 (the original rate), \$1.50 (Budget and Finance Committee proposed rate) and \$1.60 (Committee Chair's proposed rate based on final 2020 Census population). This spreadsheet is summarized below. Mr. Simpson demonstrated that in order to reach the goal of adding close to \$25,000 in Revenues, and with a declining population factored in, the per capita dues rate of \$1.60 would be needed.

Census	Population	\$1.25 Per Capita	\$1.50 Per Capita	\$1.60 Per Capita	Increase in Per Capita Dues from 2010 Census
2010	99,194	\$123,992.50	\$148,791.00		\$24,798.50
2020	92,846		\$139,269.00		\$15,276.50
2020	92,846			\$148,553.60	\$24,561.10

UPON MOTION BY GLANZY SPAIN, SECONDED BY CHARLIE SIMMONS, A PER CAPITA DUES INCREASE, FROM \$1.25 TO \$1.60, EFFECTIVE APRIL 1, 2022, WAS UNANIMOUSLY RECOMMENDED FOR APPROVAL TO THE FULL COMMISSION.

FY21 AUDIT

Director Gosney reported to the Board that Michael Aukamp with Dunham, Aukamp & Rhodes from Chantilly, Virginia audited the Southside Planning District Commission's books again this year. As the PDC is the Support Organization and Fiscal Agent for the GO Virginia organization, GO Virginia is included in our audit. Mrs. Gosney informed the Board that the auditor reported that there were no findings nor financial/compliance issues. Our dues paying members, as well as our funding agencies, receive a copy of the audit each year. The audit is also posted on the website.

UPON MOTION BY CHARLIE SIMMONS, SECONDED BY ANDY HARGROVE, THE FY21 AUDIT WAS UNANIMOUSLY APPROVED FOR RECOMMENDATION TO THE FULL COMMISSION.

CDBG REGIONAL PRIORITIES

Director Gosney stated that it was time to submit the Virginia Community Development Block Grant (CDBG) Regional Priorities list. The Department of Housing and Community Development (DHCD) requires planning district commissions to provide this list annually. Mrs. Gosney presented the proposed priorities to the Committee along with the Expected 2022 CDBG Applications as follow:

Project Types/Activity Categories:

- Priority 1 – Comprehensive Community Development
 - Housing – Housing Rehabilitation
 - Public Infrastructure
- Priority 2 – Economic Development – Business District Revitalization
 - Community Service Facility

Expected 2022 CDBG Applications are:

- Brunswick County Township Road Housing Rehab CIG Project
- Chase City B Street Neighborhood Improvement CIG Project
- Halifax Banister Town Housing Rehab CIG Project
- Mecklenburg County Highway 92 Targeted Site PG
- Lawrenceville Targeted Site PG
- South Hill Targeted Site PG
- Westside Village Infrastructure PG

UPON MOTION BY GLANZY SPAIN, SECONDED BY LESLIE WEDDINGTON, THE PRIORITIES LIST FOR SUBMISSION TO DHCD WAS UNANIMOUSLY RECOMMENDED FOR APPROVAL TO THE FULL COMMISSION.

ELECTION OF OFFICERS

The Nominating Committee of the Southside Planning District Commission met on December 13, 2021 to discuss nominations for officers to be elected for the 2022-2024 Term. The Slate of Officers that is being recommended by the Nominating Committee is: Chair – Glanzy Spain; Vice Chair – George Leonard; and Treasurer – Leslie Weddington. The floor was then opened for additional nominations. No additional nominations were offered.

UPON MOTION BY ANDY HARGROVE, SECONDED BY BERNARD JONES, SR., THE NOMINATIONS FOR THE SLATE OF OFFICERS FOR THE 2022-2024 TERM WERE CLOSED.


UPON MOTION BY JOHN ZUBROD, SECONDED BY ANDY HARGROVE, THE SLATE OF OFFICERS FOR THE 2022-2024 TERM, AS RECOMMENDED BY THE NOMINATING COMMITTEE, WAS APPROVED FOR RECOMMENDATION TO THE FULL COMMISSION.

OTHER BUSINESS

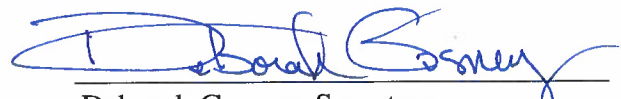
There was no Other Business.

ADJOURNMENT

There being no further business, the meeting adjourned at 5:49 p.m.



Kim Callis, Chairman SPDC



Deborah Gosney, Secretary