

**SOUTHSIDE PLANNING DISTRICT COMMISSION**  
**Regular Quarterly Meeting**  
**January 23, 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 January 23, 2020. Chairman Kim Callis called the meeting to order at 7:00 p.m. New members Alfonzo Seward, representing Brunswick County; Ronnie Duffey, representing Halifax County; and Charles Jones and Tom Tanner, representing Mecklenburg County, were welcomed to the Commission.

Executive Director Gosney called the roll. With 24 Commissioners being present, a quorum was met for this meeting. The Roll Call is as follows:

<b>BRUNSWICK COUNTY</b>	<b>Present</b>	<b>Absent</b>
Garland Baird	X	
Bernard Jones, Sr.	X	
Alfonzo Seward	X	
Leslie Weddington - Treasurer	X	
John Zubrod	X	
<b>HALIFAX COUNTY</b>		
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	
<b>MECKLENBURG COUNTY</b>		
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	

<b>SOUTH BOSTON</b>		
Michael Byrd		<b>X</b>
Winston Harrell		<b>X</b>
George Leonard	<b>X</b>	
Ernest Vass	<b>X</b>	
<b>SOUTH HILL</b>		
Kim Callis - Chairman	<b>X</b>	
Lillie Feggins-Boone	<b>X</b>	
Lisa Jordan	<b>X</b>	
<b>TOTAL</b>	<b>24</b>	<b>4</b>

**Staff in Attendance:**

Deborah Gosney, Executive Director  
 Andy Wells, GIS and Cartography Manager  
 Ashleigh Zincone, Senior Planner  
 Chad Neese, GIS and Transportation Planner  
 Lisa McGee, Administrative Assistant  
 Megan Foster, Marketing and Communications Coordinator (Part-Time)  
 Sangi Cooper, Senior Planner  
 Stephanie Creedle, Finance Director/HR

**Guests in Attendance:**

C. F. "Dusty" Forbes

**PUBLIC COMMENT PERIOD**

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

**APPROVAL OF THE AGENDA**

UPON MOTION BY JOHN ZUBROD, SECONDED BY TOM TANNER, THE AGENDA WAS UNANIMOUSLY APPROVED AS PRESENTED.

**ELECTION OF VICE CHAIRMAN**

The Southside Planning District Commission is served by a 28-member board. Every two years, officers are elected at our Annual Meeting in October; however, following that meeting, Vice Chairman Dennis Witt, on the Board as an elected official, was not re-elected in November. Prior to tonight's meeting, the Nominating Committee was contacted regarding filling this position for the remainder of the 2019-2021 term. John Zubrod, Nominating Committee Member, brought a motion before the Board to elect George Leonard as Vice Chairman to fill the unexpired term.

UPON MOTION BY JOHN ZUBROD, SECONDED BY GARLAND BAIRD, GEORGE LEONARD WAS ELECTED TO SERVE THE UNEXPIRED TERM (2019-2021) AS VICE CHAIRMAN OF THE SOUTHSIDE PLANNING DISTRICT COMMISSION. THE MOTION WAS APPROVED UNANIMOUSLY.

### **EXECUTIVE COMMITTEE REPORT**

Chairman Callis reported that the Executive Committee met immediately prior to this meeting and discussed the following:

- The December 31, 2019 Treasurer's Report was accepted.
- The FY20 Budget Amendments were approved.
- The FY19 Audit was presented and accepted.
- The 2020 Virginia Community Development Block Grant Program Regional Priorities were approved.
- The 2045 Rural Transportation Plan was approved.
- A Comprehensive Economic Development Strategy (CEDS) Update was given.

UPON MOTION BY BERNARD JONES, SR., SECONDED BY JOHN ZUBROD, THE EXECUTIVE COMMITTEE REPORT WAS UNANIMOUSLY ACCEPTED.

### **APPROVAL OF MINUTES**

The October 24, 2019 minutes were previously dispensed to members for review.

UPON MOTION BY STANLEY BRANDON, SECONDED BY ANDY HARGROVE, THE OCTOBER 24, 2019 MINUTES WERE UNANIMOUSLY APPROVED.

### **TREASURER'S REPORT**

Treasurer Weddington presented the financial report as of December 31, 2019 as follows: Assets, \$1,313,463.50; Liabilities, \$1,042,907.10; Retained Earnings, \$228,869.89; and Net Balance, \$41,686.51. Expenditures to date totaled \$407,706.76, which is 44 percent of the annual budget. The expenditures are on target for FY20.

### **BUDGET AMENDMENTS**

Stephanie Creedle, Finance Director, gave a report on the FY20 proposed Budget Amendments.

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

- ❖ Mecklenburg County Highway 49 Project (FY19) - \$2,400.03.
- ❖ Tobacco Heritage Trail – Alberta Segment (FY19) - \$20,000.00.
- ❖ Clarksville Southwest Downtown Phase II (FY19) - \$307.70.
- ❖ South Boston Green's Crossing Landing - \$15,000.00.
- ❖ Chase City Endly Street Phase II - \$100,000.00.
- ❖ La Crosse Pine Street Phase II - \$100,000.00.
- ❖ Mecklenburg County Quail Hollow - \$80,000.00.
- ❖ Brunswick County Chestnut Road Planning Grant - \$15,000.00.

- ❖ Brodnax Highway 58 and Dornia Planning Grant - \$3,000.00.
- ❖ La Crosse Pine Street Phase II Planning Grant - \$14,500.00
- ❖ Brunswick IDA – Sledge & Barkley (grant writing) - \$1,500.00.
- ❖ Brunswick IDA – Southern States Project - \$1,000.00.
- ❖ Expansion of the Civil Rights and Education Heritage Trail - \$5,000.00.

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

- ❖ Town of Halifax Streetlight Extension - \$12,500.00.
- ❖ Brodnax GIS - \$4,750.00.

Overall adjustments resulted in an increase of **\$340,457.73** in approved FY20 Revenues.

Expenses increased by **\$2,460.12** due to an increase in Membership Fees and adjusting Depreciation to actual. The net increase to the FY20 Amended Budget is **\$337,997.61**.

### **FY19 AUDIT**

Executive 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 deemed it a "clean" audit, meaning 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.

### **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 2020 CDBG Applications which are:

#### **Project Types/Activity Categories:**

- Priority 1 – Comprehensive Community Development
  - Housing – Housing Rehabilitation
  - Community Facility (Including Housing Production)
- Priority 2 – Economic Development – Business District Revitalization
  - Community Service Facility

#### **Expected 2020 CDBG Applications are:**

- Brunswick County Chestnut Road Scattered Site Project – Housing Rehabilitation
- La Crosse Pine Street Community Project Phase II – Comprehensive
- South Boston North Main Street Project Planning Grant – Comprehensive
- South Hill 4<sup>th</sup> and 5<sup>th</sup> Avenue Project Planning Grant – Comprehensive
- Chase City B Street Project Planning Grant – Comprehensive

## **2045 RURAL TRANSPORTATION PLAN**

GIS and Transportation Planner Chad Neese reported on the 2045 Rural Transportation Plan. As part of the contractual work program between the PDC and Virginia Department of Transportation (VDOT), the Rural Long-Range Transportation Plan must be updated every few years. The plan is designed to evaluate the existing transportation network and provide recommendations to address current and future needs. The recommendations in the Plan are the result of input from our localities, VDOT, the public, and the Rural Long-Range Transportation Plan adopted in 2011. A public meeting for the Plan was held on January 2, 2020. The PDC's Transportation Technical Advisory Board met on January 15<sup>th</sup> and voted to recommend the 2045 Rural Long-Range Transportation Plan be adopted by the PDC.

## **GRANTS UPDATE**

Senior Planner Ashleigh Zincone reviewed recent grant applications. They are as follows:

### **Approved Projects:**

#### **Community Development Block Grants – Awarded 8/23/2019**

- Chase City Endly Street, Phase II
- La Crosse Pine Street, Phase I
- Mecklenburg County Quail Hollow

#### **Department of Housing and Community Development Planning Grants Awarded:**

- Brunswick County Chestnut Scattered Site Housing Project
- Brodnax Highway 58 and Dornia Avenue Housing Rehab Project
- La Crosse Pine Street Project, Phase II

#### **Department of Conservation and Recreation Grant**

- South Boston Greene's Crossing Boat Landing – Awarded 9/30/2019

#### **Brownfield Project**

- South Boston IDA SOVA Innovation Hub Project – Awarded 8/27/2019

#### **GO Virginia Projects**

- GO-TEC Training Program Phase II – Awarded 8/2/2019
- Entrepreneurship and Innovation Investment Strategy – Awarded 9/25/2019

### **Pending Projects:**

#### **Virginia Department of Transportation MAP-21 Projects – Submitted in September 2019**

- Lawrenceville Heritage Trail Park Project
- Lawrenceville Sharp Street Sidewalk Project
- South Hill Streetscape Project Phase V

Virginia Department of Emergency Management – Submitted in May 2019

- South Boston Riverdale Acquisition Project

Tobacco Region Revitalization Commission – Submitted in October 2019

- Civil Rights in Education Heritage Trail

**Recent Closed-Out Projects:**

- Halifax County Sutphin/Cowford Road Sewer Project
- Clarksville Southwest Downtown Project Phase II
- Brodnax Water Project
- Mecklenburg County Highway 49 Project

**New Trends:**

CDBG competitive funding this year is \$15,329,275, which is an increase of \$1,620,911 in comparison to last year's funding of \$13,708,364. Planning Grant funds remain at \$1,000,000. A new change in CDBG funding will be two rounds of funding, one in March and another in September if funds are available. Additionally, CDBG Planning Grants are being accepted at this time; however, DHCD expects initial activities be completed by August 1, 2020 in order to apply for the next March application date.

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director Gosney reported on the following:

- **New Staff Members** – Megan Foster joined the PDC Staff in December 2019 as the Communications and Marketing Coordinator. This is a part-time position and responsibilities include newsletters, annual reports, website updates, press releases, etc.
- **SPDC Annual Dinner Meeting** – The SPDC 50<sup>th</sup> Annual Dinner Meeting was held in October at “The Dogwood” in South Hill. Dr. Larry Terry, Executive Director of the Weldon Cooper Center, was our guest speaker. The event was sponsored by: B & B Consultants, Dewberry, Letterpress Communications, and First Citizens Bank.
- **CEDS Update** – Director Gosney gave a brief update on the Comprehensive Economic Development Strategy (CEDS), which is due for its five-year update in 2020. The CEDS Community Input Session and SWOT analysis was held at the PDC office on December 17, 2019. There were 28 attendees representing private industry, educational institutions, healthcare facilities, workforce development centers, economic development offices and local government. The Berkley Group facilitated the SWOT analysis and met with staff following the Input Session to review next steps. The five-year CEDS Update is underway and expected to be complete by May 2020.

- **GO Virginia Update** – In September, Region 3 was awarded \$100,000 for a new GO Virginia project entitled Entrepreneurship and Innovation Investment Strategy Initiative. Mid-Atlantic Broadband Communities and Longwood University's Small Business Center will develop a comprehensive strategy to map and strengthen the entrepreneurial ecosystem for the region.
- **EDA New Contact** – EDA recently hired Lauren Stuhldreher to replace Bob Gittler, and she will be based in Richmond, Virginia. Lauren will be the PDC's contact for EDA projects and the CEDS. Lauren can be contacted at [lstuhldreher@eda.gov](mailto:lstuhldreher@eda.gov) or (215)764-0427.
- **DHCD Planning Grant Funding** – David Blount, Executive Director of the VAPDC, has taken the lead on lobbying for increased PDC funding totaling \$14,000 for all PDCs across the state. Senator Frank Ruff and Delegate Delores McQuinn have agreed to introduce the budget amendment request.
- **National Legislative News** – On December 20, 2019, a two-part spending package was passed and signed into law and will fully fund the government for the remainder of FY20. Notable appropriations within these spending packages include:
  - Department of Commerce - \$333 million (\$29 million above FY19 levels)
  - USDA Rural Development - \$3.24 billion (\$228.8 million above FY19 levels)
  - HUD CDBG - \$3.4 billion (\$60 million above FY19 levels)
- **State 2020 Budget Highlights** – The highlights for the State 2020 Budget are as follows:
  - Commonwealth Opportunity Funds (COF) maintained funding at historically high levels.
  - VEDP's Business Ready Sites Program received \$5 million in additional funding.
  - The Customized Workforce Training Program received \$14.4 million in funding.
  - The Broadband/VATI Program received \$35 million in funding, which was a \$32 million increase.
  - GO Virginia maintained funding at \$70 million for the biennium.
- **Broadband Update** – Commonwealth Connect is the Commonwealth of Virginia's comprehensive effort to achieve universal broadband access, a goal set by Governor Northam in July 2018. The website contains very useful information including the Broadband Toolkit, a step-by-step guide for local governments. ([www.commonwealthconnect.virginia.gov](http://www.commonwealthconnect.virginia.gov)) From the DHCD VATI (Virginia Telecommunications Initiative) Broadband Funding, there have been \$43.6 million requests with \$23.7 million grants awarded. Governor Northam is proposing a \$32 million increase to VATI's annual budget to support the goal of universal broadband coverage across Virginia.

- **Upcoming Conferences** – Director Gosney will be attending the following conferences/events.
  - **January** – The Southside PDC Legislative Dinner will be held in Richmond at the Old Original Bookbinder’s Restaurant on Thursday, January 30, 2020. The PDC’s Chairman, Kim Callis, as well as PDC staff, Deborah Gosney and Stephanie Creedle will attend. The PDC has been hosting this event for many years as an opportunity to thank our funding agencies for their continued support.
  - **February** – The VML/VACo/VAPDC “Local Government Day” Winter Meeting & Reception is scheduled for February 6<sup>th</sup> – February 7<sup>th</sup> in downtown Richmond. Director Gosney and VAPDC Chairman Kim Callis plan to attend.
  - **March** – Director Gosney plans to attend the 2020 Washington Policy Conference and CEDS Training in Arlington, Virginia from March 15<sup>th</sup> – 19<sup>th</sup>.
- **FY20 Executive Director’s & Staff Report – A Year in Review** – The Executive Director’s “A Year in Review” included a month-by-month activity report of the Director and Staff from July – December 2019.

### **BRUNSWICK COUNTY SNAPSHOT**

The PDC invited Carthan Currin, Economic Development Director for Brunswick County, to our quarterly meeting to give the Commissioners an update on events happening throughout Brunswick County. Treasurer Leslie Weddington assisted. Mr. Currin and Ms. Weddington depicted events including: the 300<sup>th</sup> Anniversary of Brunswick County, Brunswick Stew Day at the Virginia Capitol, Brunswick County receiving its Work Ready Certification, A “best use” study for St. Paul’s College, Water and Wastewater Infrastructure, The Byways Visitors Center, the Hills Studio Housing Study, and the Hotel Study for Brunswick County.

### **BYLAWS COMMITTEE**

Chairman Callis brought before the Board the suggestion of forming a Bylaws Committee. As the last update to the SPDC Bylaws was in 1990, he and Director Gosney thought it might serve the PDC well to form a Bylaws Committee to update and review the existing document.

GLANZY SPAIN MOVED FOR APPROVAL OF THE FORMATION OF A BYLAWS COMMITTEE, AND BERNARD JONES, SR. SECONDED THE MOTION. THE MOTION WAS UNANIMOUSLY ACCEPTED AS PRESENTED.

### **OTHER BUSINESS**

Chairman Callis mentioned that the 2020 SPDC Meeting Schedule was included in the Commissioners’ binders. The dates are as follows:

- **April 23, 2020** – Executive Committee at 5:30 p.m./Full Commission at 7:00 p.m.
- **June 25, 2020** – Executive Committee – Time to be determined




- July 9, 2020 – Executive Committee at 5:30 p.m./Full Commission at 7:00 p.m.
- October 15, 2020 – Annual Meeting – Time to be determined

**ADJOURNMENT**

There being no further business, the meeting adjourned at 7:52 p.m.

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Kim Callis, Chairman SPDC

  
Deborah Gosney, Secretary