

# SOUTHSIDE PLANNING DISTRICT COMMISSION

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**AGENDA: Regular Quarterly Meeting**  
July 16, 2020 @ 6:00 p.m.  
200 South Mecklenburg Avenue  
South Hill, VA

**Zoom Connection Info**

<https://zoom.us/j/3390115898?pwd=Wnl1azNuMjNkQURib0hFK2hDamFrUT09>  
Meeting ID: 339 011 5898  
Password: 920932

**Phone Only**

1 929 205 6099 US (New York)  
Meeting ID: 339 011 5898  
Password: 920932

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1. CALL TO ORDER ..... Chairman Callis
  - A. Electronic Meeting Authorization Disclosure ..... Chairman Callis
  - B. Roll Call & Recognition of Guests ..... Executive Director Gosney
  - C. Public Comment Period..... Chairman Callis
  - D. Approval/Modification of Agenda ..... Chairman Callis
    - *Motion to Approve*
  - E. Executive Committee Report..... Chairman Callis
    - *Motion to Accept*
  
2. MINUTES -1/23/2020 MEETING ..... Chairman Callis
  - *Motion to Approve*
  
3. TREASURER'S REPORT - MAY 31, 2020..... Treasurer Weddington
  - *Motion to Accept*
  
4. FY21 BUDGET ..... Executive Director Gosney
  - *Motion to Approve*
  
5. FY21 MANAGEMENT PLAN ..... Executive Director Gosney
  - *Motion to Approve*
  
6. VDOT SMART SCALE APPLICATIONS..... Executive Director Gosney
  
7. EXECUTIVE DIRECTOR REPORT..... Executive Director Gosney
  
8. OTHER BUSINESS ..... Chairman Callis
  
9. ADJOURNMENT..... Chairman Callis

The Southside Planning District Commission will make reasonable accommodations and services necessary for sensory-impaired and citizens with disabilities to attend this meeting. Additionally, translation services may be offered upon request and availability. Persons requiring such accommodations/services should contact Chad Neese at least seven (7) business days in advance of the meeting. Written comments may be mailed to Southside Planning District Commission, ATTN: Chad Neese, 200 S. Mecklenburg Ave., South Hill, VA 23970. Comments may also be submitted by phone at 434-447-7101, extension 211, or by email at [cneese@southsidepdc.org](mailto:cneese@southsidepdc.org).

**SOUTHSIDE PLANNING DISTRICT COMMISSION**  
**Quarterly Meetings**  
**June 25, 2020**

**TREASURER'S REPORT**

**THE MAY 2020 BALANCE SHEET SHOWS THE FOLLOWING FIGURES:**

ASSETS	\$ 1,329,028.48
LIABILITIES	1,064,925.10
RETAINED EARNINGS	228,869.89
NET BALANCE	35,233.49

**EXPENDITURES FOR THE PERIOD ENDING MAY 2020 TOTALED \$746,075.99 WHICH WAS 80% OF THE ANNUAL BUDGET. EXPENDITURES ARE ON TARGET FOR FY20.**

# SOUTHSIDE PLANNING DISTRICT COMMISSION

FY20 - Balance Sheet

May 31, 2020

<u>ASSETS</u>	
<b>Current Assets</b>	
Operating Account	\$ 76,924.86
Go Virginia Account	34,927.67
Reserve Funds - VIP	828,352.16
Maintenance Account	31,053.88
Accounts Receivable	213,643.70
Deferred Outflows - VRS	<u>82,649.54</u>
Total Current Assets	1,267,551.81
<b>Fixed Assets</b>	
Equipment	65,038.07
Less: Accumulated Depreciation	(63,211.76)
Vehicle	34,400.00
Less: Accumulated Depreciation	(26,644.94)
Leasehold Improvements	51,186.58
Less: Accumulated Depreciation	<u>(22,690.96)</u>
Total Fixed Assets	38,076.99
<b>Other Assets</b>	
Principal Financial Group	<u>23,399.68</u>
<b>TOTAL ASSETS</b>	<b>\$ 1,329,028.48</b>

<u>LIABILITIES &amp; FUND BALANCE</u>	
<b>Current Liabilities</b>	
Deferred Program Income	\$128,359.02
Go Virginia Escrow	34,927.67
Net Pension Liability	816,681.00
Payroll Liabilities	7,039.10
Accrued Annual Leave	40,025.63
Accounts Payable	(1,171.32)
Deferred Inflows - VRS	<u>39,064.00</u>
Total Current Liabilities	1,064,925.10
<b>Fund Balance</b>	
Retained Earnings	228,869.89
Net Balance	<u>35,233.49</u>
Total Fund Balance	<u>264,103.38</u>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$1,329,028.48</b>

**FY20 - Revenues & Expenditures**  
**Period Ending May 31, 2020**

<b>REVENUES</b>	<b>FY20 Budget</b>	<b>5/31/2020</b>	<b>YTD</b>	<b>Balance</b>
Member Jurisdiction Dues	\$ 123,992.50	\$ -	\$ 123,992.50	\$ -
EDA	70,000.00	-	70,000.00	-
DHCD	75,971.00	-	75,971.00	-
VDOT - Rural Transportation	58,000.00	-	42,774.72	15,225.28
Hazard Mitigation - FY19	45,000.00	-	41,498.11	3,501.89
LCDC	28,600.00	-	9,231.93	19,368.07
Miscellaneous Income	100.33	176.00	100.33	-
Interest Income	12,500.00	464.61	9,653.37	2,846.63
Program Income Paybacks	5,421.98	(2,095.98)	5,421.98	-
<b>Local Government Projects:</b>				
Brodnax Depot - VDOT	30,000.00	-	1,000.00	29,000.00
Brodnax Highway 58 & Dornia PG - CDBG	3,000.00	-	3,000.00	-
Brodnax Water System Upgrade - CDBG	6,250.00	-	6,250.00	-
Brunswick County Alvis Road Project - CDBG	45,000.00	6,800.00	25,104.00	19,896.00
Brunswick County Chestnut Road PG - CDBG	15,000.00	-	6,270.00	8,730.00
Brunswick County Flat Rock Road - CDBG	35,000.00	-	33,617.32	1,382.68
Brunswick IDA - Sledge & Barkley - TRRC	1,500.00	-	1,500.00	-
Brunswick IDA - Sledge & Barkley Redevelopment	-	-	600.00	-
Brunswick IDA - Southern States - TRRC	1,000.00	-	1,000.00	-
Chase City Endly Street - Phase I - CDBG	75,000.00	3,884.50	23,453.50	51,546.50
Chase City Endly Street - Phase II - CDBG	100,000.00	-	17,850.00	82,150.00
Clarksville Planter's Warehouse Project	2,500.00	-	-	2,500.00
Clarksville Southwest Downtown- Phase 2 - CDBG	10,307.70	-	10,307.70	-
Expansion of the Civil Rights & Education Heritage Trail	5,000.00	-	-	5,000.00
GO Virginia SO/FA - FY19 Allocation	36,537.19	-	36,537.19	-
GO Virginia SO/FA - FY20 Allocation	43,462.81	9,091.67	45,186.29	-
GO Virginia - GO-TEC 1 Project	15,000.00	268.24	5,017.86	9,982.14
GO Virginia - GO-TEC 2A Project	6,115.00	-	2,347.10	3,767.90
GO Virginia - GO-TEC 2B Project	16,554.00	-	-	16,554.00
Deferred to FY21	(16,554.00)	-	-	(16,554.00)
Halifax County Tobacco Heritage Trail Ext - VDOT	39,000.00	-	9,000.00	30,000.00
Halifax County Meadville Road Project - CDBG	31,000.00	-	20,523.55	10,476.45
La Crosse Pine Street - Phase I - CDBG	100,000.00	4,461.00	21,411.00	78,589.00
La Crosse Pine Street - Phase II - PG - CDBG	14,500.00	-	11,500.00	3,000.00
Lawrenceville Sidewalks Project - VDOT	5,000.00	-	1,500.00	3,500.00
Lawrenceville North Main Street Project - VDOT	15,000.00	-	1,000.00	14,000.00
Mecklenburg County Highway 49 Project - CDBG	17,400.03	-	17,400.03	-
Mecklenburg County Quail Hollow - CDBG	80,000.00	-	12,000.00	68,000.00
South Boston Greene's Crossing Landing	15,000.00	-	-	15,000.00
South Boston John Randolph Hotel	2,500.00	-	-	2,500.00
South Boston Southern Innovation Brownfield	2,500.00	-	-	2,500.00
Southern Virginia Food Hub CDBG Local Inn.	11,780.00	-	9,890.00	1,890.00
Tobacco Heritage Trail (Alberta Segment)	20,000.00	-	-	20,000.00
Brunswick County Sheriff's Office - GIS	4,800.00	400.00	4,400.00	400.00
Brodnax GIS	20,250.00	-	20,250.00	-
Halifax GIS	18,000.00	1,500.00	17,750.00	250.00
Mecklenburg GIS	24,000.00	2,000.00	22,000.00	2,000.00
VITA Shared Services Grant	15,000.00	-	15,000.00	-
<b>TOTAL REVENUES</b>	<b>1,285,988.54</b>	<b>26,950.04</b>	<b>781,309.48</b>	<b>507,002.54</b>

**SOUTHSIDE PLANNING DISTRICT COMMISSION**

**Revenue and Expenditures  
Period Ending May 31, 2020**

<b>EXPENDITURES</b>	<b>FY20 Budget</b>	<b>5/31/2020</b>	<b>YTD</b>	<b>Balance</b>
<b>DIRECT COSTS</b>				
Direct Chargeable Salaries	\$ 362,044.23	\$ 26,230.32	\$ 279,566.77	\$ 82,477.46
Employee Fringe Benefits Applied	226,870.67	16,789.17	183,099.87	43,770.80
<b>SUBTOTAL</b>	<b>588,914.90</b>	<b>43,019.49</b>	<b>462,666.64</b>	<b>126,248.26</b>
Travel and Per Diem	10,000.00	(470.00)	8,483.69	1,516.31
Other Direct Costs Charged to Grants	10,000.00	-	15,306.35	(5,306.35)
Other Direct Costs Charged to State/Local Funds	40,000.00	1,425.00	19,942.70	20,057.30
<b>TOTAL DIRECT COSTS</b>	<b>648,914.90</b>	<b>43,974.49</b>	<b>506,399.38</b>	<b>142,515.52</b>
<b>INDIRECT COSTS</b>				
Indirect Salaries	83,040.38	7,214.99	78,324.60	4,715.78
Employee Fringe Benefits Applied	56,208.12	3,758.50	45,092.95	11,115.17
<b>SUBTOTAL</b>	<b>139,248.50</b>	<b>10,973.49</b>	<b>123,417.55</b>	<b>15,830.95</b>
Auditing	8,000.00	-	8,200.00	(200.00)
Consumable Supplies	7,000.00	71.51	5,249.54	1,750.46
Commissioner's Expense/Meetings	10,000.00	55.00	10,196.30	(196.30)
Equipment, Rental, Maintenance, Use	8,000.00	668.39	6,851.75	1,148.25
Insurance and Bonding	6,000.00	-	5,785.00	215.00
Officer's Expense/Stipend	500.00	-	500.00	-
Membership Fees and Dues	4,600.00	-	4,600.00	-
Publications/Subscriptions	1,500.00	21.00	351.00	1,149.00
Printing	2,500.00	-	2,348.39	151.61
Space and Occupancy Costs	33,000.00	1,008.60	19,450.20	13,549.80
Indirect Travel	500.00	-	90.79	409.21
Training, Seminars, Workshops, Conferences	500.00	-	311.99	188.01
Postage and Freight	2,500.00	65.50	1,622.68	877.32
Telephone	8,000.00	598.17	6,125.60	1,874.40
Auto Operations & Maintenance	5,000.00	4.00	1,772.18	3,227.82
Public Relations	1,000.00	-	-	1,000.00
Depreciation	6,360.12	530.01	5,830.11	530.01
Legal Fees	2,000.00	-	200.00	1,800.00
Software Licensing	15,000.00	1,083.52	12,006.39	2,993.61
Part-Time Staff	18,000.00	-	20,062.55	(2,062.55)
<b>SUBTOTAL</b>	<b>139,960.12</b>	<b>4,105.70</b>	<b>111,554.47</b>	<b>28,405.65</b>
<b>TOTAL INDIRECT COSTS</b>	<b>279,208.62</b>	<b>15,079.19</b>	<b>234,972.02</b>	<b>44,236.60</b>
<b>TOTAL BENEFITS ADJUSTED</b>		<b>(3,233.77)</b>	<b>4,704.59</b>	
<b>TOTAL EXPENDITURES</b>	<b>928,123.52</b>	<b>55,819.91</b>	<b>746,075.99</b>	<b>182,047.53</b>
<b>AGENCY BALANCE</b>	<b>\$ 357,865.02</b>	<b>\$ (28,869.87)</b>	<b>\$ 35,233.49</b>	
<b>EMPLOYEE BENEFITS</b>				
VML Disability	\$ 2,395.20	\$ 198.30	\$ 2,219.75	\$ 175.45
Vacation Leave Pay	34,857.69	1,571.95	30,231.49	4,626.20
Sick Leave Pay	20,423.08	422.02	10,465.52	9,957.56
Holiday Pay	30,634.62	1,703.76	25,835.24	4,799.38
Workmen's Compensation	531.00	-	-	531.00
Group Hospitalization	63,840.00	4,655.00	61,185.00	2,655.00
VRS Group Life Insurance	6,956.10	483.61	5,480.19	1,475.91
Taxes - FICA	40,621.50	2,564.56	31,808.11	8,813.39
Taxes - Unemployment	620.80	-	736.98	(116.18)
VRS Retirement	82,198.80	5,714.70	64,935.13	17,263.67
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>283,078.79</b>	<b>17,313.90</b>	<b>232,897.41</b>	<b>50,181.38</b>
<b>TOTAL EMPLOYEE BENEFITS APPLIED (9010)</b>		<b>(20,547.67)</b>	<b>(228,192.82)</b>	
<b>TOTAL EMPLOYEE BENEFITS ADJUSTED</b>		<b>\$ (3,233.77)</b>	<b>\$ 4,704.59</b>	

**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		X
Winston Harrell		X
George Leonard	X	
Ernest Vass	X	
<b>SOUTH HILL</b>		
Kim Callis - Chairman	X	
Lillie Feggins-Boone	X	
Lisa Jordan	X	
<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



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Deborah Gosney, Secretary

**SOUTHSIDE PLANNING DISTRICT COMMISSION**  
**BUDGET FY21**  
**SNAPSHOT - REVENUES AND EXPENDITURES**  
**ADOPTED JUNE 25, 2020**

**REVENUES**

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		12,000.00
		<hr/>
Total Revenues		<b><u>\$950,334.50</u></b>

**EXPENDITURES**

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		299,730.11
		<hr/>
Total Expenditures		<b><u>\$916,375.28</u></b>
<b>Excess Revenues Over Expenditures</b>		<b><u>\$33,959.22</u></b>

**SOUTHSIDE PLANNING DISTRICT COMMISSION**  
**FY21 BUDGET**  
**YEAR-TO-YEAR COMPARISON - REVENUES & EXPENDITURES**  
**ADOPTED JUNE 25, 2020**

	<u>FY19</u>	<u>FY19</u>	<u>FY20</u>	<u>FY20</u>	<u>FY21</u>
		<u>AMENDED</u>		<u>AMENDED</u>	
<b>REVENUES</b>					
Member Jurisdiction Dues	\$123,992.50	\$123,992.50	\$ 123,992.50	\$ 123,992.50	\$ 123,992.50
Revenue Brought Forward	350,900.00	367,480.00	395,530.00	405,737.73	495,071.00
New Revenue Approved	467,621.00	669,396.00	424,540.00	754,790.00	355,771.00
Deferred Revenue	<b>(25,000.00)</b>	<b>(25,000.00)</b>	<b>(16,554.00)</b>	<b>(16,554.00)</b>	<b>(36,500.00)</b>
Interest Income	360.00	360.00	12,500.00	12,500.00	12,000.00
<b>Total Revenues</b>	<u><b>\$917,873.50</b></u>	<u><b>\$1,136,228.50</b></u>	<u><b>\$940,008.50</b></u>	<u><b>\$1,280,466.23</b></u>	<u><b>\$950,334.50</b></u>
<b>EXPENDITURES</b>					
Direct Chargeable Salaries	\$ 370,276.92	\$ 370,276.92	\$ 362,044.23	\$ 362,044.23	\$ 337,305.38
Employee Fringe Benefits	240,079.60	240,079.60	226,870.67	226,870.67	219,339.79
Travel/Per Diem	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Other Direct Cost - Grants	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Other Direct Cost - S/L	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
Indirect Costs	245,724.58	246,724.58	276,748.50	279,208.62	299,730.11
<b>Total Expenditures</b>	<u><b>\$916,081.10</b></u>	<u><b>\$917,081.10</b></u>	<u><b>\$925,663.40</b></u>	<u><b>\$928,123.52</b></u>	<u><b>\$916,375.28</b></u>
<b>Excess Revenues Over Expenditures</b>	<u><b>\$1,792.40</b></u>	<u><b>\$219,147.40</b></u>	<u><b>\$14,345.10</b></u>	<u><b>\$352,342.71</b></u>	<u><b>\$33,959.22</b></u>

**SOUTHSIDE PLANNING DISTRICT COMMISSION  
FY21 BUDGET  
REVENUES - DETAILED BREAKDOWN**

<i>Member Jurisdiction Dues</i>	<b>\$123,992.50</b>
 <i>Revenue Brought Forward from FY20</i>	
Brodnax Depot Project - VDOT	32,000.00
Brunswick County Alvis Road Project - CDBG	22,500.00
Chase City Endly Street Project - Phase I - CDBG	40,500.00
Chase City Endly Street Project - Phase II - CDBG	82,500.00
La Crosse Pine Street Project - Phase I - CDBG	81,500.00
Lawrenceville Sidewalks Project - VDOT	3,000.00
Lawrenceville North Main Street Project - VDOT	8,000.00
Alberta Tobacco Heritage Trail Project - VDOT	20,000.00
GO Virginia - Support Organization/Fiscal Agent Services - FY20	36,500.00
GO TEC 1 - GO Virginia	9,000.00
GO TEC 2A - GO Virginia	3,767.00
GO TEC 2B - GO Virginia	16,554.00
Clarksville Planter's Warehouse Project	5,000.00
Civil Rights and Education Heritage Trail Expansion Project	2,500.00
Halifax County Tobacco Heritage Trail Project - VDOT	5,250.00
Halifax County Meadville Road Project - CDBG	44,000.00
Mecklenburg County Quail Hollow Project - CDBG	63,000.00
South Boston Greene's Crossing Landing Project - DCR	14,500.00
South Boston John Randolph Hotel Project - DHCD/TRRC/VEDP	5,000.00
<b>SUBTOTAL</b>	<b>495,071.00</b>
 <i>New Revenue Approved</i>	
EDA FY21 Planning Grant	70,000.00
Lake Country Development Corporation - Staff Services	20,000.00
VDOT Rural Transportation Planning Grant	58,000.00
Commonwealth of Virginia Dues	75,971.00
Mecklenburg GIS Services	24,000.00
Halifax GIS Services	23,000.00
Brunswick GIS Services	4,800.00
GO Virginia - Support Organization/Fiscal Agent Services - FY21	80,000.00
Defer to FY22	(36,500.00)
<b>SUBTOTAL</b>	<b>319,271.00</b>
<i>Interest Income</i>	<b>12,000.00</b>
<b>TOTAL APPROVED REVENUES - FY21</b>	<b><u>\$ 950,334.50</u></b>

**SOUTHSIDE PLANNING DISTRICT COMMISSION**  
**FY21 BUDGET**  
**PROJECTED EXPENSES**  
**DETAILED BREAKDOWN & YEAR-TO-YEAR COMPARISON**

	<u>FY20</u>	<u>FY20 AMENDED</u>	<u>FY21</u>
<b><u>DIRECT COSTS CHARGEABLE TO GRANT PROGRAMS</u></b>	<b><u>BUDGET</u></b>	<b><u>BUDGET</u></b>	<b><u>BUDGET</u></b>
Personnel, Direct Chargeable Salaries	\$ 362,044.23	\$ 362,044.23	\$ 337,305.38
Employee Fringe Benefits	226,870.67	226,870.67	219,339.79
<b>SUBTOTAL</b>	<b>588,914.90</b>	<b>588,914.90</b>	<b>556,645.17</b>
Travel and Per Diem	10,000.00	10,000.00	10,000.00
Other Direct Costs Charged to Grants	10,000.00	10,000.00	10,000.00
Other Direct Costs Charged to State/Local Funds:	40,000.00	40,000.00	40,000.00
<b>TOTAL DIRECT COSTS</b>	<b>648,914.90</b>	<b>648,914.90</b>	<b>616,645.17</b>
<b><u>INDIRECT COSTS</u></b>			
Personnel, Indirect Salaries	83,040.38	83,040.38	85,233.46
Employee Fringe Benefits	56,208.12	56,208.12	58,496.65
<b>SUBTOTAL</b>	<b>139,248.50</b>	<b>139,248.50</b>	<b>143,730.11</b>
Auditing	8,000.00	8,000.00	8,000.00
Consumable Supplies	7,000.00	7,000.00	7,000.00
Commissioner's Expense	10,000.00	10,000.00	10,000.00
Equipment Rental, Maintenance and Use	8,000.00	8,000.00	8,000.00
Insurance and Bonding	6,000.00	6,000.00	6,000.00
Officer's Expense/Stipend	500.00	500.00	500.00
Membership Fees and Dues	3,500.00	4,600.00	5,000.00
Publications/Subscriptions	1,500.00	1,500.00	500.00
Printing	2,500.00	2,500.00	2,500.00
Space, Utilities and Occupancy Costs	33,000.00	33,000.00	25,000.00
Indirect Travel	500.00	500.00	500.00
Training, Seminars, Workshops, Conferences	500.00	500.00	500.00
Postage and Freight	2,500.00	2,500.00	2,500.00
Telephone	8,000.00	8,000.00	8,000.00
Auto Operations and Maintenance	5,000.00	5,000.00	5,000.00
Public Relations	1,000.00	1,000.00	1,000.00
Depreciation	5,000.00	6,360.12	6,500.00
Legal Fees	2,000.00	2,000.00	2,000.00
Software Licensing	15,000.00	15,000.00	20,000.00
Consultant - CTW Consulting LLC	18,000.00	18,000.00	37,500.00
<b>TOTAL INDIRECT COSTS</b>	<b>276,748.50</b>	<b>279,208.62</b>	<b>299,730.11</b>
<b>TOTAL EXPENSES</b>	<b>\$ 925,663.40</b>	<b>\$ 928,123.52</b>	<b>\$ 916,375.28</b>

**Southside Planning District Commission**  
**Budget and Finance Committee Meeting Minutes**  
June 16, 2020

Present: Kim Callis, Chairman  
Leslie Weddington, Treasurer  
Winston Harrell, Committee Member  
Deborah Gosney, Executive Director  
Stephanie Creedle, Finance Director/HR

Absent: Charlie Simmons, Committee Member  
Scott Simpson, Committee Member

The Budget and Finance Committee of the Southside Planning District Commission (SPDC) met on June 16, 2020 at 11:00 a.m. at the SPDC conference room with electronic participation offered to discuss the FY21 Budget.

Chairman Kim Callis opened the meeting as follows. "Due to the nature of the Declaration of a State of Emergency due to novel Coronavirus (COVID-19) pursuant to Code §2.2-3708.2, this meeting is being held by electronic communications, via conference call. The catastrophic nature of this declared emergency makes it impractical and unsafe to assemble a quorum in a single location, and the purpose of this meeting is to discuss or transact the business statutorily required or necessary to continue operations of the public body."

Deborah Gosney asked members to refer to the proposed budget that was included in the meeting packet emailed to all members prior to the meeting. Revenues and proposed expenses were presented as follows:

<b><u>FY21 Revenue</u></b>	
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	<b>\$950,334.50</b>

<b><u>FY21 Expenditures</u></b>	
Direct Chargeable Salaries	\$329,728.85
Employee Fringe Benefits	215,580.45
Travel	10,000.00
Other Direct Cost – Grants	10,000.00
Other Direct Cost – State/Local	40,000.00
Indirect Costs	<u>296,491.29</u>
Total Expenditures	<b>\$901,800.59</b>

Mrs. Gosney reviewed the expense cost categories that increased or decreased from the prior fiscal year as follows:

- Membership Fees – Membership Fees were increased to \$5,000 to add SERDI membership. (VAPDC and SERDI are the two memberships included in this amount.)
- Publications – Publications was decreased from \$1,500 to \$500 as we reclassified the fee for the Department of Historic Resources (DHR) to Software Licensing which is more applicable.
- Space, Utilities and Occupancy – Space, Utilities and Occupancy was decreased from \$33,000 to \$25,000 as the SPDC no longer pays rent to LCDC. Rent was \$1,050 monthly. The total annual amount of \$12,600 was not deducted to allow for repairs and maintenance costs.
- Software Licensing – Software Licensing increased from \$15,000 to \$20,000 as more applications are subscription-based, especially GIS-related applications. New online platforms such as Zoom, Slack, Office 365 etc. were purchased to support staff operations during the COVID Pandemic. Webmapping services are offered to Brunswick, Mecklenburg and Halifax Counties which will offset a portion of these costs. Additionally, the pending EDA CARES Act grant will offset these costs as well. The budgeted amount may be reduced when the amended Budget is prepared in January.
- Contract Staff – In the past, this budget line item was titled “Part-Time Staff”. This year, the title was changed to “Contract Staff” to reflect the recent contract arrangement with CTW Consulting, LLC (Ann Taylor Wright).

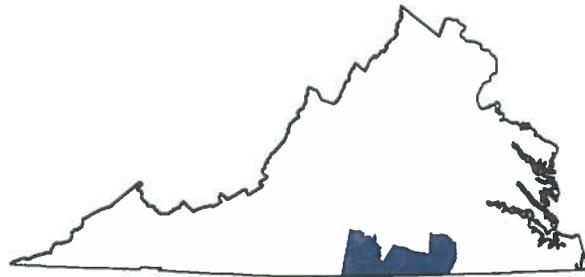
WINSTON HARRELL MADE A MOTION TO RECOMMEND THE FY21 BUDGET TO THE EXECUTIVE COMMITTEE FOR APPROVAL. LESLIE WEDDINGTON SECONDED THE MOTION, AND ALL MEMBERS VOTED AFFIRMATIVELY.

There being no further business, the meeting adjourned at 11:12 a.m.

  
Deborah Gosney, Recording Secretary

  
Kim Callis, Chairman

# FY21 Management Plan



## Southside Planning District

Brunswick County  
Halifax County  
Mecklenburg County  
Town of South Boston  
Town of South Hill  
VIRGINIA

**June 2020**

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## I. MANAGEMENT PLAN

The Management Plan is a statement of the objectives the Southside Planning District Commission intends to achieve during the period FY21.

### *Purpose*

The primary objective of the Southside Planning District Commission is to promote the orderly and efficient development of the economic, physical and social fabric of this rural region by assisting local governmental units in developing policies, programs and projects which directly impact the region's economic, physical and social needs. The Management Plan establishes the framework within which the Commission promotes the development of comprehensive planning processes to ensure regional as well as local viewpoints are considered in policy, program and project development and evaluation.

### *Environment and Historic Preservation*

Planning and management activities, which impact or affect the environment or areas of historic significance, are evaluated to ensure conformance to the provisions of the National Environmental Policy Act and those provisions which relate to the protection of historic and cultural properties.

### *Administrative Organization*

The Southside Planning District Commission is an organization established to serve as the official regional planning and development agency acting as the forum to promote intergovernmental cooperation and coordination on mutual problems of regional significance.

### *Southside Planning District Commission*

The Charter of the Southside Planning District Commission was adopted on September 15, 1969, and Planning District 13 became the seventh organized Planning District of the Commonwealth of Virginia.

A Planning District Commission is a public body, created by the General Assembly, to promote the orderly and efficient development of the physical, social and economic elements by planning, encouraging and assisting governmental subdivisions to plan for the future. It has no legislative or taxing power but provides an opportunity for citizens to participate in decisions to solve common problems and needs. In all of their activities, the main theme of Planning District Commissions is intergovernmental cooperation. Their primary mission is to serve the local government and the citizens of the Planning District.

The PDC provides essential technical assistance to local governments, coordinates state and federal efforts to assist communities, reviews and coordinates local development proposals and helps to achieve a realistic development strategy and utilizes it in shaping a long-range development plan for the District. The primary objectives are to reduce the waste, overlap and inefficiencies that frequently result from unplanned, uncoordinated governmental and private activities.

The first meeting of the Southside Planning District Commission was held November 6, 1969, at the Mecklenburg Electric Cooperative in Chase City, Virginia, with members attending from the Counties of Brunswick, Halifax and Mecklenburg, the City of South Boston and the Town of South Hill. Also, at this time, the Planning District was designated as an Economic Development District by the Economic Development Administration.

The City of South Boston reverted from city status to town status effective July 1, 1995, thus officially becoming a part of Halifax County.

The Commissioners are the decision-making body that determines the overall District strategy, plan, policy and program; coordinates the work of the advisory committees; and represents the District in dealing with state and federal agencies.

This Commission consists of 28 members with 54% elected officials. The remaining 46% represents various interest groups in the District such as agriculture, education, healthcare and industry. Members are chosen in such a manner that all counties are equally represented and no one interest group controls the Commission.

Brunswick County has five (5) Commissioners:

- 3 elected officials
- 1 from county planning
- 1 citizen-at-large.

Halifax County has eight (8) Commissioners:

- 4 elected officials
- 1 from county planning
- 3 citizens-at-large.

Mecklenburg County has eight (8) Commissioners:

- 4 elected officials
- 1 from county planning
- 3 citizens-at-large.

The Town of South Boston has four (4) representatives:

- 2 elected officials
- 1 from town planning
- 1 citizen-at-large.

The Town of South Hill has three (3) representatives:

- 2 elected officials
- 1 citizen-at-large.

There are ten minority members: Brunswick County – three (3), Halifax County – three (3), Mecklenburg County – two (2), South Boston – one (1) and South Hill – one (1).

## GOALS

### **The Goals of the Southside Planning District Commission shall include:**

- Promoting a favorable business climate to strengthen local economic development efforts;
- Protecting the region's physical and natural resources;
- Supporting local government's role in economic development;
- Diversifying the region's economy;
- Coordinating educational and workforce development programs;
- Assisting local government efforts to reduce cost and improve efficiency of services;
- Maintaining a central data system and mapping services;
- Monitoring development of regulations for state/federal programs/projects;
- Encouraging the use of federal, state, regional and local development incentives;
- Providing technical assistance to local governments;
- Increasing employment opportunities within the District;
- Providing a public forum for regional issues;
- Prioritizing projects for state-wide programs; and
- Soliciting grant funds for projects throughout the region to improve overall quality of life, diversify the economy and create higher-paying jobs.

**SOUTHSIDE PLANNING DISTRICT COMMISSION  
OFFICERS**

Kim Callis, Chairman  
Town of South Hill

George Leonard, Vice-Chairman  
Halifax County

Leslie Weddington, Treasurer  
Brunswick County

## SOUTHSIDE PLANNING DISTRICT COMMISSION MEMBERSHIP

July 2020

	<u>Affiliation</u>	<u>Representing</u>
<b><i>Brunswick County</i></b>		
• Garland Baird P.O. Box 235 Brodnax, VA 23920	Citizen-at-Large	Business/Agriculture
• <b>Bernard L. Jones, Sr.</b> <b>1670 Lew Jones Road</b> <b>Alberta, VA 23821</b>	<b>Elected Official</b>	<b>Local Government</b> <b>Minority</b>
• Alfonzo Seward, Ph.D. 32 Aurelia Place Lawrenceville, VA 23868	Elected Official	Local Government Minority
• <b>Leslie Weddington</b> <b>P.O. Box 399</b> <b>Lawrenceville, VA 23868</b>	<b>Planning Commission</b>	<b>Community Development</b> <b>Minority</b>
• <b>John Zubrod</b> <b>353 Hideaway Place</b> <b>Ebony, VA 23845</b>	<b>Elected Official</b>	<b>Local Government</b>
<b><i>Halifax County</i></b>		
• <b>Stanley Brandon</b> <b>2221 Coleman Road</b> <b>Alton, VA 24520</b>	<b>Elected Official</b>	<b>Local Government</b> <b>Business</b> <b>Minority</b>
• William B. Claiborne P. O. Box 219 Halifax, VA 24558	Elected Official	Local Government Minority
• Ronnie Duffey 389 Lakeside Drive Halifax, VA 24558	Elected Official	Local Government
• Sandra Garner-Coleman 181 Wilson Memorial Trail Vernon Hill, VA 24597	Citizen-at-Large	Private Sector Minority

- Gerald V. Lovelace  
P.O. Box 491  
Halifax, VA 24558  
Planning Commission  
Community Development
- David Martin  
P. O. Box 973  
Halifax, VA 24558  
Citizen-at-Large  
Local Government  
Law Enforcement
- **Garland B. Ricketts**  
**2095 Cherry Hill Church Rd**  
**South Boston, VA 24592**  
**Elected Official**  
**Business**
- **Scott Simpson**  
**P. O. Box 699**  
**Halifax, VA 24558**  
**Citizen-at-Large**  
**Local Government**

### *Mecklenburg County*

- M. J. Colgate  
63 Boyd Street  
Chase City, VA 23924  
Citizen-at-Large  
Business
- **Andy R. Hargrove**  
**2539 Mill Creek Road**  
**Clarksville, VA 23927**  
**Elected Official**  
**Local Government**  
**Minority**
- Landon Hayes, Jr.  
1483 Canaan Church Road  
Brodnax, VA 23920  
Planning Commission  
Community Development
- Charles Jones  
207 Sir Peyton Drive  
Clarksville, VA 23927  
Elected Official  
Local Government
- Angie D. Kellett  
P. O. Box 307  
Boydton, VA 23917  
Citizen-at-Large  
Community Development
- **Charlie Simmons**  
**P. O. Box 207**  
**Clarksville, VA 23927**  
**Citizen-at-Large**  
**Business**
- **Glanzy M. Spain, Jr.**  
**863 Esnon Road**  
**Chase City, VA 23924**  
**Elected Official**  
**Local Government**  
**Business**  
**Minority**

- Tom Tanner Elected Official Local Government  
P.O. Box 66 Business  
LaCrosse, VA 23950

***Town of South Boston***

- Vacant Elected Official

- **Winston Harrell** Elected Official Local Government  
**1220 N. Main Street** Business  
**South Boston, VA 24592**

- **George Leonard** Planning Commission Local Government  
**605 Forest Drive** Business  
**South Boston, VA 24592**

- Ernest Vass Citizen-at-Large Business  
113 Meadow Drive Minority  
South Boston, VA 24592

***Town of South Hill***

- **Kim Callis** Citizen-at-Large Local Government  
**211 S. Mecklenburg Ave.**  
**South Hill, VA 23970**

- Lillie Feggins-Boone Elected Official Local Government  
415 South Hill Avenue Minority  
South Hill, VA 23970

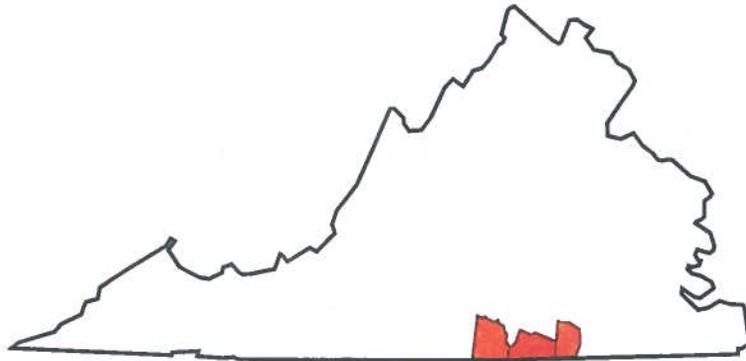
- **Joseph Taylor, Jr.** Elected Official Local Government  
**P.O. Box 478** Small Business  
**507 East Atlantic Street**  
**South Hill, VA 23970**

Bold print indicates member of Executive Committee.

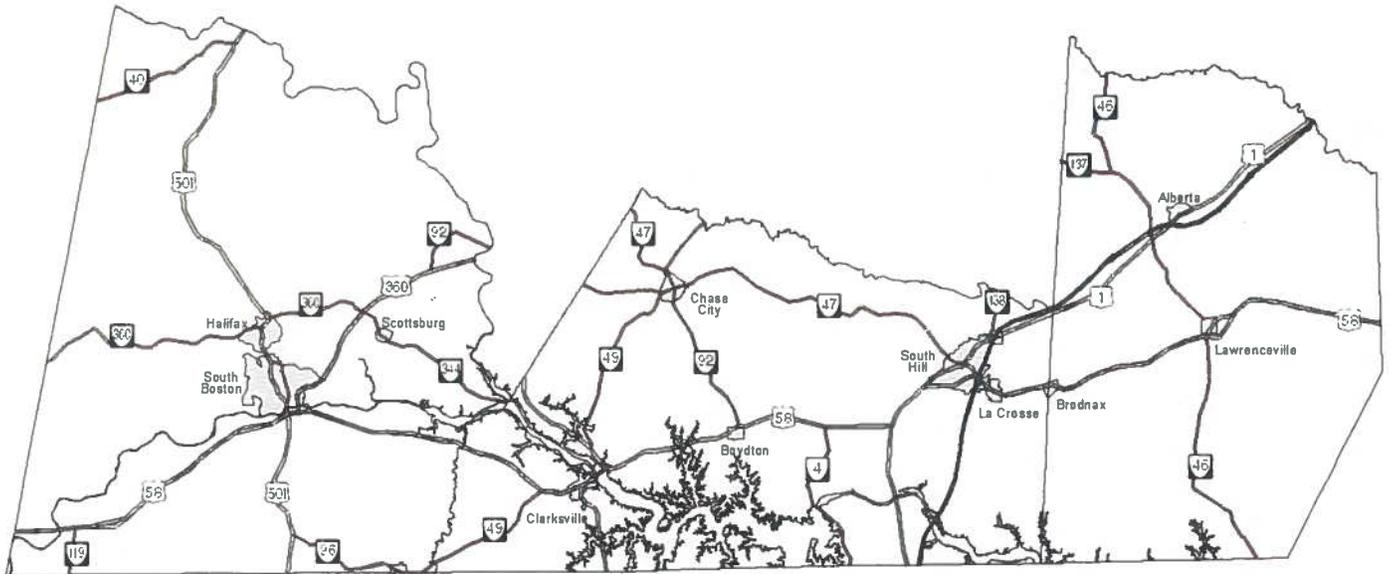
## CEDS COMMITTEE MEMBERS

	Private Business Sector	Public Sector Members	Utility Members	School Members	Hospital Members	Non- Profit Sector Members	Private Individuals	Other Members
<b>Stanley Brandon</b>	X	X	X					
<b>Kim Callis</b>	X	X						
<b>Mary Jane Elkins</b>				X				
<b>Andy Hargrove</b>				X				
<b>Winston Harrell</b>	X	X				X		
<b>Todd Howell</b>					X			
<b>Bernard Jones, Sr.</b>	X	X						
<b>George Leonard</b>	X	X	X					
<b>Gerald Lovelace</b>	X						X	
<b>Garland Ricketts</b>			X					
<b>Charlie Simmons</b>	X					X		
<b>Scott Simpson</b>		X						
<b>Glanzy Spain, Jr.</b>		X						
<b>Leslie Weddington</b>		X						
<b>John Zubrod</b>		X						

In accordance with 13 CFR 303.6, EDA requires the Planning Organization to appoint a Strategy Committee (CEDS Committee) to guide the CEDS planning process. The makeup of the CEDS committee is guided by EDA legislation, CFR 303.6 (a), which stipulates the committee should have representation from the following: public officials, community leaders, workforce development boards, institutions of higher education, minority and labor groups, private individuals and tribal governments where applicable. The CEDS Committee is responsible for working with the SPDC staff to develop and submit to the Economic Development Administration, a Comprehensive Economic Development Strategy that complies with EDA.



## Southside Planning District



## *SPDC Staff*

Deborah B. Gosney	◆	Executive Director
Ashleigh H. Zincone	◆	Senior Planner
Sangi L. Cooper	◆	Senior Planner
Andy K. Wells	◆	GIS and Cartography Manager
Chad E. Neese	◆	GIS and Transportation Planner
Stephanie W. Creedle	◆	Finance Director/Human Resources
Lisa S. McGee	◆	Administrative Assistant
Ann Taylor Wright	◆	Contract Staff CTW Consulting LLC

## II. WORK PROGRAM ACTIVITIES

The following list is the Work Program as identified in the Southside Planning District Commission's Management Plan for FY21. Each of the elements in the Work Program is interrelated and has been designed to implement the Development Strategy of the 2020 Comprehensive Economic Development Strategy (CEDS).

### *FY21 ANNUAL WORK PROGRAM CODES SUMMARY*

- 100 Series: Regional Economic Development** (EDA)
- 101: Economic Development Planning and Technical Assistance  
Regional Intergovernmental Review Process  
Local, Regional, State/Federal Liaison  
Census Data Information Assistance  
Regional Publications
- 200 Series: Business Development**
- 201: Technical Assistance for Investment/Development and Job Creation (LCDC)
- 300 Series: Grantsmanship and Technical Assistance**
- 301: Technical Assistance – Halifax County; *GIS Services*
  - 302: Grant Administration – La Crosse; *Pine Street Project – Phase I* (CDBG)
  - 304: Grant Administration – Halifax County; *Meadville Road Project* (CDBG)
  - 309: Grant Administration – Mecklenburg County; *Quail Hollow Project* (CDBG)
  - 310: Grant Administration – Chase City; *Endly Street Project – Phase II* (CDBG)
  - 312: Grant Administration – South Boston; *Greene's Crossing Landing Project* (DCR)
  - 314: Grant Administration – Mecklenburg County; *Civil Rights and Education Heritage Trail Expansion Project*
  - 320: Technical Assistance – GO Virginia; *GO TEC 2A/2B Projects* (DHCD)
  - 344: Technical Assistance – Mecklenburg County; *GIS Services*
  - 348: Grant Administration – Brunswick County; *Alvis Road Project* (CDBG)
  - 351: Technical Assistance – Brunswick County Sheriff's Office; *GIS Services*
  - 357: Grant Administration – Chase City; *Endly Street Project – Phase I* (CDBG)
  - 388: Technical Assistance – Go Virginia Region 3 (DHCD)
  - 391: Grant Administration – Clarksville EDA; *Planters Brick Tobacco Warehouse Project* (DHCD)
  - 394: Technical Assistance – GO Virginia; *GO TEC 1 Project* (DHCD)
  - 398: Grant Administration – South Boston IDA; *John Randolph Hotel Project* (TRRC/IRF/DHCD)
- 400 Series: Rural Transportation Planning**
- 401: Rural Transportation Planning and Coordination (VDOT)
  - 403: Grant Administration – Brodnax; *Brodnax Depot Project* (VDOT)
  - 417.2: Grant Administration – Alberta; *Tobacco Heritage Trail Project* (VDOT)
  - 417.3: Grant Administration – Halifax County; *Tobacco Heritage Trail Project – Phase I* (VDOT)
  - 420: Grant Administration – Lawrenceville; *Sidewalks Project* (VDOT)
  - 421: Grant Administration – Lawrenceville; *North Main Street Project* (VDOT)
- 600 Series: Management, Administration and Finance** (S/L)
- 601: Management Activities
  - 602: Local Technical Assistance
  - 604: Financial and Policy Management

**100: REGIONAL ECONOMIC DEVELOPMENT**

**101: Economic Development Planning and Technical Assistance  
Regional Intergovernmental Review Process  
Local, Regional, State/Federal Liaison  
Census Data Information Assistance  
Regional Publications**

- Develop district-wide strategies that strengthen existing economic clusters and target new growing employment sectors.
- Prepare annual update to the Comprehensive Economic Development Strategy for Planning District 13.
- Prepare Southside PDC Annual Report.
- Continue development and maintenance of the Southside Planning District Commission website ([www.southsidepdc.org](http://www.southsidepdc.org)) to disseminate area demographics and information.
- Assist with marketing studies as needed.
- Provide intergovernmental review of and/or comment on local project applications to state and federal agencies.
- Research the needs of the private sector and link available economic resources in the district in an effort to meet these needs.
- Seek creative and cooperative financing strategies for local and regional infrastructure needs.
- Coordinate local efforts with state and federal development agencies and programs including DHCD, EDA, RD, VDOT and others.
- Fulfill requests from localities and the general public for Census and other demographic data/information for use in economic development proposals, grant applications and project development and education and research initiatives.
- Attend meetings and public hearings on regional issues and represent the Commission's position.
- Monitor federal, state, bi-state and local activities concerning regional issues.
- Report to the Commission, localities and agencies as necessary.
- Provide technical assistance to localities for comprehensive plan preparation and updates.
- Extend technical assistance to localities in developing regional downtown strategies.

- Assist in the organization and resource development in advancing the region toward quality of life, workforce and economic development goals emerging from Virginia's Growth Alliance and the Southern Virginia Regional Alliance.
- Prepare grant applications as required.
- Support workforce development and training initiatives throughout the region.
- Process financial and administrative reports as required by federal and state agencies.
- Assist localities with GIS and mapping as follows:
  - ◆ Provide maps and/or GIS data where possible
  - ◆ Assist with local GIS projects
  - ◆ Provide GIS data to consultants/engineers partnering on local projects
  - ◆ Use GIS with Census data to effectively portray population, demographic distribution, and land use in the District
  - ◆ Coordinate and manage E911 and emergency management related GIS datasets for the region.
  - ◆ Train local government planning staff on the use of GIS tasks.
- Link Census data to Regional GIS to disseminate and fully utilize for planning purposes.
- Assist localities with establishing or modifying Enterprise Zone boundaries by providing GIS mapping that relates boundary data to geographic data describing local industry, land use, zoning and natural resources.
- Provide accurate GPS mapping of physical resources of the region as requested by localities as needed for SPDC projects.
- Provide information and resources to localities regarding Opportunity Zone benefits to encourage economic growth throughout the region.
- Prepare and distribute periodic electronic newsletters covering projects and activities.

***Coordinating Statement:*** Activities will be coordinated with other activities detailed in the work program and with localities to enhance economic development, increase employment opportunities and stimulate investment in Planning District 13.

## **200: BUSINESS DEVELOPMENT**

### **201: Technical Assistance for Investment/Development and Job Creation**

- Maintain and promote business development programs offered through Lake Country Development Corporation (LCDC).
- Pursue additional employment and development programs that promote the expansion and diversification of the District's economy.
- Promote and coordinate the RD Intermediary Relending Program, EDA Revolving Loan Fund, Microlending Revolving Loan Fund and the COVID-19 Emergency Loan Fund.
- Furnish reports to the Commission, localities and agencies, as required.
- Provide financial/administrative semi-annual and annual reports as required by federal and state agencies.
- Provide technical assistance to local governments to encourage economic investment and job creation.
- Promote programs to encourage the use of LCDC and federal, state and local development programs and incentives.
- Confer with potential applicants to consider eligibility, impact and financial soundness of projects to determine conformity to LCDC's administrative plan.
- Support asset-based development strategies of the region as a means for economic and community development.
- Assist jurisdictions coordinate job-generating programs sponsored by EDA, DHCD, VEDP and RD.
- Perform cursory review of all loan applications.
- Schedule meetings of the LCDC Loan Review Committee and Board of Directors.
- Notify applicants on loan decisions, schedule closing of loans and disburse funds to successful applicants.
- Service all loans and monitor loan repayments.
- Maintain financial accounting records for LCDC.
- Provide technical assistance to local governments and firms including loan packaging and public/private development efforts.
- Coordinate the resources of federal and state agencies for the purpose of economic development and expanded employment opportunities.

***Coordinating Statement:*** Activities will be coordinated with other initiatives detailed in the work program and with localities to enhance economic development, increase employment opportunities and stimulate investment in Planning District 13.

### **300: GRANTSMANSHIP AND TECHNICAL ASSISTANCE**

#### **301: Technical Assistance – Halifax County – GIS Services**

SPDC staff will assist Halifax County with GIS services and technical assistance to improve the County's overall GIS capabilities for administrative functions, the Commissioner of Revenue, and areas critical to 911 Dispatch.

The SPDC will:

- Provide GIS updates to the County's Emergency 911 System, including fulfillment of NG911 requirements
- Provide updates to the County's online GIS platform(s)
- Assist with all GIS-related requests or issues
- Provide parcel-mapping GIS services to the Commissioner's Office

#### **302: Grant Administration – La Crosse – Pine Street Project – Phase I**

The Town of LaCrosse received a Community Improvement Grant from the Virginia Department of Housing and Community Development (VDHCD). The purpose of the grant is to improve the living conditions of 9 households, all of which are low-to-moderate-income (LMI) households, through the provision of housing rehabilitation. Water, sewer, and storm water improvement will benefit 34 persons, of which 19 are LMI individuals. The Project area includes the homes on East Pine Street to the intersection of North Carter Street on the east, homes on Piland Street and Montgomery Street which branches off of West Pine Street. It is made up of twelve (12) homes on E. Pine Street, six (6) on Montgomery Street, and three (3) on Piland Street.

The SPDC will:

- Provide technical assistance to the Town of La Crosse in administering a Community Development Block Grant.
- Continuously monitor and review activities.
- Provide administrative, financial and progress reports as required.

#### **304: Grant Administration – Halifax County – Meadville Road Project – CDBG**

Halifax County was awarded a Community Development Block Grant to rehabilitate and/or substantially reconstruct eleven (11) LMI units, demolish four (4) dilapidated vacant homes/structures, and remove unsightly debris and trash from the project area through a neighborhood clean-up campaign.

The SPDC will:

- Provide technical assistance to the County of Halifax in administering a Community Development Block Grant.
- Continuously monitor and review activities.
- Provide administrative, financial and progress reports as required.

### **309: Grant Administration – Mecklenburg County – Quail Hollow Project – CDBG**

Mecklenburg County was awarded a Community Development Block Grant to rehabilitate and/or substantially reconstruct twenty-three (23) LMI units and remove unsightly debris and trash from the project area through a neighborhood clean-up campaign.

The SPDC will:

- Provide technical assistance to the County of Mecklenburg in administering a Community Development Block Grant.
- Continuously monitor and review activities.
- Provide administrative, financial and progress reports as required.

### **310: Grant Administration – Chase City – Endly Street Project – Phase II – CDBG**

The Town of Chase City received a Community Improvement Grant from the Virginia Department of Housing and Community Development (VDHCD). The purpose of the grant is to improve the living conditions of 18 households of which 15 are LMI through the provision of housing rehabilitation, sewer upgrades and storm water improvements. Overall, the project will benefit 48 persons, of which, 44 or 92% are LMI individuals.

The SPDC will:

- Provide technical assistance to the Town of Chase City in administering a Community Improvement Grant.
- Continuously monitor and review activities.
- Provide administrative, financial and progress reports as required.

### **312: Grant Administration – South Boston – Greene’s Crossing Landing Project**

The Town of South Boston was funded a Recreational Trails Program grant to construct a new, highly visible boat/canoe/kayak launch on the south bank of the Dan River at the bridge on U.S. 501 / Huell Matthews Highway, which represents a prominent gateway into downtown South Boston. The boat launch will provide sportsmen, families, and water sports enthusiasts the availability to access the Dan River for fishing, boating, canoeing, kayaking, and swimming. The Dan River is a designated scenic river, and it will be promoted as part of the Southern Virginia Wild Blueway.

The SPDC will:

- Provide technical assistance to the Town of South Boston in administering a Recreational Trails Program Grant.
- Continuously monitor and review activities.
- Provide administrative, financial and progress reports as required.

**314: Grant Administration – Mecklenburg County – Civil Rights and Education Heritage Trail Expansion Project**

The County of Mecklenburg, in partnership with Virginia’s Crossroads, was awarded a Special Projects Grant from the Tobacco Region Revitalization Commission for the expansion of The Civil Rights in Education Heritage Trail®, (CRIEHT), a self-guided driving tour of 41 important Civil Rights in Education sites. The project will add 12 new CRIEHT locations to the existing 41 sites, update graphic panel design to the existing 41 locations, refurbish the existing 41 pedestals, make every existing site ADA compliant, and install new wayfinding signs.

The SPDC will:

- Provide technical assistance to Mecklenburg County in administering a Special Projects Grant from the Tobacco Region Revitalization Commission.
- Continuously monitor and review activities.
- Provide administrative, financial and progress reports as required.

**320: Technical Assistance – GO Virginia – GO TEC 2A/GO TEC 2B Projects**

This 2019 expansion of GO TEC gives economic developers in GO Virginia Regions 1, 3 and 4 both a stronger workforce system and more effective marketing message to use in their business attraction efforts. This grant will continue to expand the regional brand of workforce training and increase the number of K-12 divisions that will house Career Connections Labs.

The SPDC will:

- Continuously monitor and review activities.
- Provide administrative, financial and progress reports as required.

**344: Technical Assistance – Mecklenburg County – GIS Services**

SPDC staff will assist Mecklenburg County with GIS services and technical assistance to the County’s 911 Center.

The SPDC will:

- Provide updates to the County’s Emergency 911 Mapping System, including fulfilling requirements for NG911
- Oversee 911 addressing procedures
- Provide all 911-related GIS services to the County

**348: Grant Administration – Brunswick County – Alvis Road Project – CDBG**

The County of Brunswick received a Community Development Block Grant for housing improvements within the Alvis Road Community. The Alvis Road Project Area consists of all the homes on both sides of Alvis Road, SR 611 between Poplar Creek and Tillman Road, SR 662. It also includes the homes on Christopher Lane. Eleven (11) LMI households, totaling 26 LMI persons, will benefit from the Alvis Road Housing Project.

Nine (9) structures will receive rehabilitation assistance, two (2) structures will be substantially reconstructed, and three (3) vacant, dilapidated structures will be demolished. The SPDC will:

- Provide technical assistance to Brunswick County in administering a Community Development Block Grant.
- Continuously monitor and review activities.
- Provide administrative, financial and progress reports as required.

**351: Technical Assistance – Brunswick County Sheriff’s Office – GIS Services**

SPDC staff will assist Brunswick County Sheriff’s Office with GIS services and technical assistance to the County’s 911 Center.

The SPDC will:

- Provide updates to the County’s Emergency 911 Mapping System.
- Provide updated GIS data needed for the 911 Mapping System.

**357: Grant Administration – Chase City – Endly Street Project – Phase I – CDBG**

The Town of Chase City received a Community Improvement Grant from the Virginia Department of Housing and Community Development (VDHCD) for the Endly Street community. The Endly Street Community Improvement Project is located within the corporate limits of Chase City and includes the homes along Endly Street. This grant will improve the living conditions of ten (10) households, all of which are low-to-moderate income (LMI) households, through the provision of housing rehabilitation, sewer upgrades and recreational improvements. The project will benefit 49 persons, of which, 82% are LMI individuals.

The SPDC will:

- Provide technical assistance to the Town of Chase City in administering a Community Improvement Grant.
- Continuously monitor and review activities.
- Provide administrative, financial and progress reports as required.

**388: Technical Assistance – Go Virginia Region 3 – Support Organization/Fiscal Agent**

Go Virginia is an initiative of the Commonwealth of Virginia intended to grow and diversify Virginia’s economy and create higher-paying jobs through state financial incentives for regional projects that encourage collaboration between private sector companies, workforce, education and government in each region.

The SPDC will:

- Serve as the Support Organization for Go Virginia Region 3.
- Serve as the Fiscal Agent for Go Virginia Region 3.
- Monitor approved projects and review activities.
- Provide administrative and financial support to the Region 3 Council.

**391: Grant Administration – Clarksville EDA – Planters Brick Tobacco Warehouse Improvement Project**

The Clarksville Economic Development Administration has received a \$600,000 Industrial Revitalization Fund grant from the Department of Housing and Community Development and a \$50,000 Virginia Brownfields Assistance Fund grant from the Virginia Economic Development Partnership to redevelop the former Planter's Tobacco Warehouse into a multi-use facility with apartments and a restaurant.

The SPDC will:

- Provide technical assistance to the Clarksville Economic Development Administration in administering all grants.
- Continuously monitor and review activities.
- Provide administrative, financial and progress reports as required.

**394: Technical Assistance – Go Virginia – GO TEC 1 Project – Per Capita Pool**

The Great Opportunities in Technology and Engineering Careers (GO-TEC) collaborative primary goals are: to expand existing curriculum offered by the six higher education partners, build a regional training system of scale for career training for careers in IT and focused areas in advanced manufacturing, and develop a pipeline beginning in middle school to increase the number of students entering the targeted five training areas of need (Precision Machining; Welding; IT/Cyber Security; Robotics, Automation & Mechatronics; and Advanced Materials).

The SPDC will:

- Continuously monitor and review activities.
- Provide administrative, financial and progress reports as required.

**398: Grant Administration – South Boston IDA – John Randolph Hotel Redevelopment Project**

The South Boston Industrial Development Authority (IDA) has been awarded a \$600,000 Southside Economic Development grant from the Tobacco Region Revitalization Commission, a \$475,000 Industrial Revitalization Fund grant from the Department of Housing and Community Development, and a \$50,000 Virginia Brownfields Assistance Fund grant from the Virginia Economic Development Partnership to assist with the redevelopment of the former historic John Randolph Hotel at 327 Main Street into a boutique hotel with 27 rooms, a restaurant, a rooftop bar and a gift shop.

The SPDC will:

- Provide technical assistance to the South Boston Industrial Development Authority in administering all grants.
- Continuously monitor and review activities.
- Provide administrative, financial and progress reports as required.

## **400: RURAL TRANSPORTATION PLANNING (VDOT)**

### **401: Rural Transportation Planning and Coordination**

- Prepare quarterly reports, invoices and other bookkeeping tasks; solicit input for proposed work; prepare FY22 Work Program documents; secure approvals from all appropriate agencies/committees as necessary; attend workshops and advisory meetings as necessary.
- Prepare and assist with Enhancement Grants, Smart Scale and other transportation related grant applications.
- Complete the update and consolidation of the two existing bike, pedestrian and trail plans within Planning District 13 into one regional plan.
- Continue planning efforts to support the Tobacco Heritage Trail development, including assistance with the website, maps, and social media page(s) as necessary.
- Collect GPS data on the completed segments of the Tobacco Heritage Trail.
- Administer the SPDC's Title VI program and participate in meetings with VDOT staff regarding Title VI and Environmental Justice compliance.
- Participate in VTrans and Smart Scale webinars and meetings, the Fall Transportation meetings, and any other additional outreach meetings that may arise.
- Provide assistance, support, and/or data for transportation relating planning activities to local jurisdictions, public officials and the community.
- Participate with the MPO's and VDOT on meeting performance measure goals as necessary.
- Keep the SPDC website updated and current regarding transportation planning.
- Utilize GIS, GPS, maps, data and/or provide technical assistance when requested by localities for transportation, bicycle, and pedestrian related projects.
- Participate in any additional outreach meetings that may arise and provide and/or review data as requested by VDOT throughout the fiscal year.
- Work with VDOT staff in identifying locations for corridor studies and Arterial Management Plans based on safety and congestion data.

### **403: Enhancement Grant Administration – Brodnax Depot – VDOT**

The Town of Brodnax received TAP funding from the Virginia Department of Transportation (VDOT) for the renovation of the historic railroad depot located adjacent to the Tobacco Heritage Trail in downtown Brodnax. The renovated depot will serve as a trailhead furnished with restrooms, bike rentals, and vending machines to serve trail users.

The SPDC will:

- Provide technical assistance to the Town of Brodnax in administering a project in accordance with the Transportation Program as awarded by the Virginia Department of Transportation.
- Continuously monitor and review activities as required by the Virginia Department of Transportation.
- Provide administrative, financial and progress reports as required.

**417.2: Enhancement Grant Administration – Tobacco Heritage Trail – Alberta to Danieltown**

The Town of Alberta received a TAP grant in FY16 and matching funds from the Tobacco Region Revitalization Commission (TRRC) Economic Development Funding in June 2016. This is a new section for the Tobacco Heritage Trail. The funding will include the conceptual design of 5.2 miles of non-motorized, multi-use trail from the Town of Alberta Trailhead/Caboose to Danieltown and engineering design and construction of the first 0.6 miles from the Trailhead/Caboose to Alberta School Park.

The SPDC will:

- Provide technical assistance to the Town of Alberta in administering a VDOT MAP-21 grant as well as a TRRC Economic Development grant.
- Continuously monitor and review activities as required by the Virginia Department of Transportation.
- Provide administrative, financial and progress reports as required.

**417.3 Enhancement Grant Administration – Tobacco Heritage Trail – Halifax County Extension – Phase I**

Halifax County received TAP funding from the Virginia Department of Transportation and a Southside Economic Development Grant from the Tobacco Commission to assist with the completion of the first phase of a two-phase Tobacco Heritage Trail extension. In the first phase, the County will design and construct 1.4 miles of abandoned railway, owned by Roanoke River Rails-to-Trails, to be included in the Tobacco Heritage Trail system. This phase will extend the trail 1.4 miles from the current termini of the Tobacco Heritage Trail at Berry Hill Plantation and end 1,200 LF short of Mirey Creek.

The SPDC will:

- Provide technical assistance to Halifax County in administering a project in accordance with the Transportation Program as awarded by the Virginia Department of Transportation and in administering a Southside Economic Development Grant awarded by the Tobacco Indemnification and Community Revitalization Commission.
- Continuously monitor and review activities as required.
- Provide administrative, financial and progress reports as required.

#### **420: Enhancement Grant Administration – Town of Lawrenceville – Sidewalks Project**

The Town of Lawrenceville received TAP funding from the Virginia Department of Transportation to further develop their streetscape by replacing the existing aged, crumbling sidewalks with attractive and historically compatible sidewalks that will ensure pedestrians a safer, aesthetically attractive walking route in the following locations: West side of N. Hicks Street, from the bridge to the intersection of New Street, the East side of N. Hicks Street from the bridge to the corner of the Southern States building, South side of New Street from the corner of the building, north to South Street, and down the East side of South Street to the trailhead. The construction of sidewalks and streetscaping enhancements will link the Tobacco Heritage Trail with the Downtown Business District. The continuous sidewalks will provide a safe and convenient access to downtown amenities and will minimize pedestrian and vehicle conflicts. This project will assist in promoting the Tobacco Heritage Trail, a Rail-to-Trails project currently under construction throughout Southside Virginia, designed for pedestrians, equestrians and cyclists.

The SPDC will:

- Provide technical assistance to the Town of Lawrenceville in administering a project in accordance with the Transportation Program as awarded by the Virginia Department of Transportation.
- Continuously monitor and review activities as required by the Virginia Department of Transportation.
- Provide administrative, financial and progress reports as required.

#### **421: Enhancement Grant Administration – Town of Lawrenceville – North Main Street Project - VDOT**

The Town of Lawrenceville received TAP funding from the Virginia Department of Transportation to rebuild existing sidewalks and curb and gutter. This project is located along both sides of North Main Street from the Railroad Street Bridge to Hicks Street. This project is for the installation of underground service to 13 decorative streetlamps with LED fixtures and to provide for the reconstruction of walkways which will improve pedestrian safety in downtown Lawrenceville.

The SPDC will:

- Provide technical assistance to the Town of Lawrenceville in administering a project in accordance with the Transportation Program as awarded by the Virginia Department of Transportation.
- Continuously monitor and review activities as required by the Virginia Department of Transportation.
- Provide administrative, financial and progress reports as required.

## **600: MANAGEMENT, ADMINISTRATION AND FINANCE (S/L)**

### **601: Management Activities**

- Prepare a strategic plan including regional goals, objectives, strategies and a performance measurement mechanism for assessing the plan's progress.
- Attend meetings and public hearings on regional issues and represent the Commission's position.
- Promote the orderly and efficient development of physical, social and environmental program elements.
- Submit an annual report to member local governments and the Department of Housing and Community Development.
- Continuously monitor, review, coordinate and direct activities of the Commission.
- Coordinate efforts to enhance economic development in the District.
- Provide for continuous review and supervision of coordinated office services such as personnel records control, management methods, reporting procedures, implementation of cost reduction and securing of confidential data and files.
- Process requests from local governments.
- Serve as a regional clearinghouse for the PDC region.
- Maintain current census publications.
- Maintain the Commission's website: [www.southsidepdc.org](http://www.southsidepdc.org).
- Serve as liaison on behalf of the Commission to federal, state, bi-state, regional and local agencies and groups.
- Prepare budget for review and approval.
- Review and update the Commission's Personnel Policies Handbook annually for compliance.
- Maintain FOIA Compliance by appointment of FOIA officers and attending FOIA training.
- Review the Commission's Title VI policies for updates and compliance.

#### **602: Local Technical Assistance (S/L)**

- Coordinate local efforts with state and federal development agencies and programs including DHCD, EDA, RD, VDOT, TRRC, DEQ, FEMA, DCR and others.
- Attend meetings and public hearings on regional issues and represent the Commission's position.
- Coordinate regional efforts to expand and diversify the local economies.
- Support local efforts to improve the quality and habitability of existing housing.
- Support efforts to improve the quality of localities' infrastructure.
- Report to the Commission, localities and agencies as necessary.
- Prepare grant applications as required.

#### **604: Financial and Policy Management**

- Maintain the financial statements of the Southside Planning District Commission in accordance with all state and federal regulations in order to ensure financial stability.
- Provide an internal accounting and administrative control structure as necessary to ensure policies and procedures are performed as required by federal/state laws.
- Administer federal/state financial assistance programs in accordance with applicable federal/state laws and regulations.
- Monitor changes in federal/state policies, which could affect the financiability of the Commission.
- Distribute administrative costs to all program areas by an indirect cost allocation plan in accordance with state and federal guidelines.
- Review and update the Commission's Financial Operations Manual.

## ***LEGEND***

**ADA** – American Disabilities Act  
**CDBG** – Community Development Block Grant  
**CEDS** – Comprehensive Economic Development Strategy  
**CRIEHT** – Civil Rights in Education Heritage Trail  
**DCR** – Department of Conservation and Recreation  
**DEM** – Department of Emergency Management  
**DEQ** – Department of Environmental Quality  
**DHCD** – Department of Housing and Community Development  
**EDA** – Economic Development Administration  
**FEMA** – Federal Emergency Management Agency  
**FHWA** – Federal Highway Act  
**FOIA** – Freedom of Information Act  
**GIS** – Geographic Information Systems  
**GO-TEC** – Great Opportunities in Technology and Engineering Careers  
**GPS** – Global Positioning System  
**IDA** – Industrial Development Authority  
**IRF** – Industrial Revitalization Fund  
**LCDC** – Lake Country Development Corporation  
**LEP** – Limited English Proficiency  
**LMI** – Low-to-Moderate Income  
**PDC** – Planning District Commission  
**RD** – Rural Development  
**S/L** – State/Local Fund  
**SOVA** – Southern Virginia  
**SPDC** – Southside Planning District Commission  
**TAP** – Transportation Alternatives Program  
**THT** – Tobacco Heritage Trail  
**TRRC** – Tobacco Region Revitalization Commission  
**VDOT** – Virginia Department of Transportation  
**VEDP** – Virginia Economic Development Partnership

### **III. Equal Opportunity/Affirmative Action**

The Southside Planning District Commission has been active in maintaining and improving equal opportunity. Minorities have been represented on the Commission and have been employed by the Commission since its inception and before federal guidelines and quotas were established. The goals of the Commission in the areas of equal opportunity and affirmative action are to:

- Continue to provide equality of opportunity in employment;
- Continue to ensure minorities are well represented as Commissioners and committee members;
- Continue to include the needs of the minority in the Commission's planning processes and programs;
- Encourage the development of minority educational programs;
- Encourage the development of services to serve minorities throughout the community;
- Encourage the development of recreational opportunities for minorities;
- Encourage localities to develop personnel policies that provide for the employment of minorities;
- Seek out programs designed to assist all minorities.

#### ***Affirmative Action Plan***

In compliance with Title VI of the Civil Rights Act of 1964, it is the policy of the Southside Planning District Commission:

- To provide equality of opportunity in employment within the District for all persons;
- To carry out all planning, programs and activities in compliance with Title VI of the Civil Rights Act of 1964, and in such a manner that no person shall, on the grounds of race, color, national origin, religion or sex, be excluded from participation in, be denied the benefits of or be subjected to discrimination with respect to any such planning, program or activities;
- To afford full and fair representation of all sectors of the population in the area served by the Commission and assure that, to the fullest extent practical, the composition of the governing board and the technical committees that recommend policy in functional areas, shall reflect the composition and interest of the population in the area;
- To effectuate its non-discrimination policy, the Commission adopted an affirmative action program as described below.

**Employment and Personnel Practices** – It is the policy of the Commission to prohibit discrimination because of race, color, religion, sex or national origin in all aspects of its personnel policies, programs, practices and operations, and in all its working conditions and relationships with employees and applicants for employment and to promote the full realization of equal opportunity in employment through continuing programs of affirmative action in the District.

**Affirmative Action Program** – The Executive Director of the Commission shall direct the implementation of this affirmative action program to promote equal opportunity in every aspect of employment policy and practice, including but not limited to: employment, upgrading, demotion or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection of training, including apprenticeship. This implementation shall include, but not be limited to the following actions:

- A notice of the Commission's policy on non-discrimination in employment shall be posted in a conspicuous place, so as to come to the attention of all Commission employees and applicants for employment.
- Notification of employment opportunities, new positions, vacancies, promotion possibilities and training opportunities shall be posted in a conspicuous place, so as to come to the attention of all Commission employees and applicants for employment.
- Newspaper advertisements and other public announcements of employment opportunities placed by or on behalf of the Commission shall state that the Commission is an equal opportunity employer.
- The Executive Director shall make an annual assessment of the representativeness of the Commission and staff. This assessment shall include an Equal Opportunity Strategy outlining the specific Equal Opportunity actions to be taken by the Commission during the upcoming fiscal year.

**Equal Employment Opportunity Committee** – To aid in achieving these goals, the Commission has established an Equal Opportunity Committee. The Equal Employment Opportunity Committee shall be composed of one person elected by their peers from the Planning, Administrative and Support sections, and two persons appointed at large by the Executive Director. The Committee, by a majority, will select its own Chairman. In any case where a complaint is brought against a committee member, the Executive Director shall appoint an alternate. Any member of the Committee shall disassociate himself or herself from the Committee and request that the Executive Director appoint an alternate in cases where the member feels that he/she is biased in judgment of the case. The Committee shall meet on a regular basis.

**Responsibility** – The Equal Opportunity Committee shall meet to evaluate the Equal Employment Plan, and make recommendations to the Executive Director to maintain and improve equal employment opportunity in the Commission.

The Equal Employment Opportunity Committee is responsible for the continued maintenance of the affirmative action program for equal employment opportunity and the processing of discrimination complaints in the organization. This includes:

- Transmittal of information to all employees in the organization concerning Equal Employment Opportunity.
- Surveys of underutilized or non-utilized skills available in the existing work force.
- Periodic review of staff progress toward equal employment opportunity and affirmative action and availability of personnel.
- Review of agency qualification requirements to assure realism in terms of jobs to be done and of skills available in the work force.
- Recommendations concerning job restructuring and establishment of entry level and trainee positions to facilitate movement among occupational area.
- Development of a training and career development program.

**Procedures for Conciliation, Investigation & Resolution of Complaints** – Any person who believes that he/she has been discriminated against by reason of race, color, religion, sex, creed or national origin, in connection with any personnel action taken by or under the authority of the Commission, shall have the right to seek advice and conciliation through the Equal Opportunity Committee.

The steps to be followed in processing a grievance are outlined in the Commission's Grievance Procedure.

**Contractors and Grantees** – Contractors and grantees of the District shall comply with Title VI of the Civil Rights Act of 1964.

**Access to Records** – Local, state and federal funding agencies or their representatives and any persons directly involved in Equal Opportunity proceedings that relate to the Southside Planning District Commission shall be allowed access to the records of the Commission, and the Commission shall submit such records and information as may be required to comply with the Affirmative Action Plan.

## *Civil Rights*

Members are chosen in such a manner that all counties are equally represented based on population, and no one interest group controls the Commission.

**Brunswick County** has five Commissioners:

- 3 elected officials
- 1 from county planning
- 1 citizens-at-large.

**Halifax County** has eight Commissioners:

- 4 elected officials
- 1 from county planning
- 3 three citizens-at-large.

**Mecklenburg County** has eight Commissioners:

- 4 elected officials
- 1 from county planning
- 3 citizens-at-large.

**The Town of South Boston** has four Commissioners:

- 2 elected officials
- 1 from town planning
- 1 citizen-at-large.

**The Town of South Hill** has three Commissioners:

- 2 elected officials
- 1 citizen-at-large.

The Planning District Commission bylaws require seven minority members; currently, there are ten. Mecklenburg County is represented by two (2) minority members, Brunswick County and Halifax County are represented by three (3) minority members each. The Town of South Boston has one (1) minority member and South Hill has one (1) minority member. Additionally, there are three (3) minority women serving on the Commission.

## **IV: Title VI Plan: Nondiscrimination in Federal-aid programs**

The Southside Planning District Commission will effectuate the provisions of Title VI of the Civil Rights Act of 1964, 49 Code of Federal Regulation (CFR) Part 21, 23 CFR Part 200, and other applicable directives. Title VI of the Civil Rights Act of 1964 prohibits discrimination based upon race, color, and national origin. Specifically, 42 USC 2000d states that *“No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”*

In addition to Title VI, the SPDC will not discriminate under other statutes that afford legal protection on the basis of sex, age and disability. Further, as a recipient of federal-aid funding, the SPDC strives to achieve nondiscrimination in all its programs and activities whether or not those programs and activities are federally funded.

### **Implementation**

The Executive Director is authorized to ensure compliance with all provisions of the Commission’s Title VI Plan and with other applicable law. The Title VI Coordinator shall assist the Executive Director by ensuring that the Title VI plan has been properly implemented. Such duties and responsibilities of the Title VI Coordinator shall include:

- Administer the Title VI program, including compliance.
- Process Title VI complaints in accordance with the procedures outlined in the Plan.
- Conduct annual Title VI review of the Commission to determine the effectiveness of program activities at all levels.
- Prepare and submit the Annual Title VI Program Plan Update and Annual Accomplishment Report to VDOT by October 31<sup>st</sup> of each year.
- Attend training opportunities on Title VI and conduct and/or facilitate training for SPDC staff and sub-recipients.
- Conduct and/or coordinate with other SPDC staff, the review and monitoring of contractors, consultants, or other relevant sub-recipients of Federal funds as applicable.
- Collect statistical data (race, color, national origin, etc.) of participants in, and beneficiaries of, SPDC programs.
- Develop Title VI information for dissemination to the public and in languages other than English, when appropriate.
- Identify, investigate, and eliminate discrimination through the review of current or proposed programs, projects, or other directives.
- Establish procedures for promptly eliminating discrimination and resolving any deficiencies that may be found. The correction period should not exceed 90 days.

### **Program Areas and Training**

The Southside Planning District Commission has identified the following program areas: Planning and Project Development, Right-of-Way, Project Management, and Education and Training. Each program area will be monitored to ensure contracts, notices, meetings and work are in compliance with Title VI regulations. Title VI officers will attend training and provide and/or facilitate appropriate training for the rest of the staff and any sub-recipients that the Commission may have.

### **Public Involvement**

In accordance with Title VI, all people shall be provided with equal opportunity to participate in the planning process and provide input. Special care needs to be taken to ensure that appropriate methods of public outreach are conducted and that all people are afforded the opportunity to provide input at public meetings. Special accommodations will be arranged by the Commission for those with a disability or who are limited English proficiency (LEP) in an effort to remove participation barriers.

### **Data Collection**

Demographic data of all people within the Southside Planning District will be collected as it relates to race, age, sex, income level and limited English proficiency. The main sources of this information will come from the U.S. Census Bureau's American Community Survey, GIS and locally administered surveys. SPDC staff will be better positioned to decide on appropriate outreach efforts for projects based upon the anticipated demographic makeup within a given project area. Once the public participation process begins, demographic data can be collected from those attending meetings to better refine demographic data within the project area and identify beneficiaries of the project.

### **Complaints**

Anyone who believes that they have been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964 and other related statutes and regulations, has the right to file a complaint. They may be filed with the SPDC, VDOT, FHWA and/or USDOT and must be received within 180 days after the date of the alleged act of discrimination.

**SOUTHSIDE PLANNING DISTRICT COMMISSION**

**BUDGET FY21**

**SNAPSHOT - REVENUES AND EXPENDITURES**

**ADOPTED JUNE 25, 2020**

**REVENUES**

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		12,000.00
		<hr/>
Total Revenues		<b><u>\$950,334.50</u></b>

**EXPENDITURES**

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		299,730.11
		<hr/>
Total Expenditures		<b><u>\$916,375.28</u></b>

**Excess Revenues Over Expenditures** **\$33,959.22**



**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).

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
the Southside Planning District Commission adopted this Resolution of Support on the 9<sup>th</sup> of July, 2020.

\_\_\_\_\_  
Kim Callis, Chairman

\_\_\_\_\_  
Deborah Gosney, Executive Director

**FY21 “A YEAR IN REVIEW”  
EXECUTIVE DIRECTOR & STAFF REPORT  
July 1, 2020 – June 30, 2021**

**EXECUTIVE DIRECTOR’S ACTIVITIES**

July 2020

- Received EDA approval on July 2<sup>nd</sup> for the \$400,000 EDA COVID non-competitive funds awarded to SPDCs that are EDDs.
- Continuing to finalize the CEDS 2020-2025 five-year update; the 30-day public comment period will be advertised soon.

**SPDC STAFF - PROJECTS, PLANS, & GIS ACTIVITIES**

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.

CDBG Approved Applications – On August 23, 2019, Governor Northam announced \$13.4 million in Community Development Block Grants. Southside PDC submitted three applications in March of 2019 and was awarded all three, a total of \$3,771,450 in grant funds received. The applications submitted are as follows:

1. Chase City Endly Street Neighborhood Project, Phase 2 (\$1,374,406)
2. La Crosse Pine Street Neighborhood Project, Phase 1 (\$1,397,044)
3. Mecklenburg County Quail Hollow Housing Rehab Project (\$1,000,000)

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

1. Lawrenceville Tobacco Heritage Trail Project (\$471,812)
2. South Hill Downtown Project (\$953,417)
3. Lawrenceville Sharp Street (\$514,121)

VDOT Smart Scale Pre-Applications Submitted & Pending - Provided assistance to localities on 10 Smart Scale pre-applications submitted April 2020:

1. Brunswick County - Intersection improvements for US 58/Robinson Ferry Rd.
2. Brunswick County - Intersection improvements for US 58/Brunswick Square Shopping Center/Cattail Dr/Twin Pond Rd.
3. Brunswick County - Lengthen acceleration/deceleration lanes on west side of US 58/VA 46 interchange.
4. Brunswick County - Intersection improvements for US 58/Brunswick Square Shopping Center/Cattail Dr/Twin Ponds Rd and lengthen acceleration/deceleration lanes on west side of US 58/VA 46.
5. Town of Clarksville - Intersection improvements for US 58 Bus/US 15/VA 49.

6. Halifax County - Intersection improvements for US 58/Piney Grove Rd.
7. Halifax County (on behalf of the Town of Halifax) - Intersection improvements for LP Bailey Memorial Hwy/N Main St/Bethel Rd.
8. Mecklenburg County - Intersection improvements for US 58/Regional Airport Rd.
9. Town of South Hill - Intersection improvements for US 58/Country Ln.
10. Town of South Hill - Intersection improvements for US 58/Old Highway Fifty-Eight and new connector road from Cycle Ln to Old Highway Fifty-Eight.

CDBG Applications Submitted & Pending – Two planning grants were received that funded the activities & documents needed for the submission of construction applications in April 2020 totaling \$2,398,861 in requested grant dollars:

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

Other Applications Submitted & Pending – Applications submitted to other funding agencies that are pending approval; a total of \$2,689,313 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. SVCC Lake Country Advanced Knowledge Center WorkHub Project – Submitted April 2020 (\$146,677)
4. Chase City Robert E. Lee Building Disaster Assistance (DHR) (Pre-App Approved)
5. Brunswick County Sledge & Barkley Building Disaster Assistance (DHR) – (Pre-App Approved)

CDBG COVID Pending Projects – Four Letters of Interest were submitted to DHCD requesting COVID CDBG funds for the following projects.

1. Brunswick County Small Business Recovery Project – Submitted June 2020
2. Mecklenburg County Small Business Recovery Project – Submitted June 2020
3. South Boston Small Business Recovery Project – Submitted June 2020
4. South Hill Southern VA Food Hub Food Insecurity Project – Submitted May 2020

CDBG New Planning Grants – 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.

1. Brodnax Hwy 58 & Dornia Housing Rehab Planning Project – Planning Activities Underway (\$30,000)
2. South Boston N. Main Street Housing Rehab Planning Project – Submitted May 2020
3. South Hill 2<sup>nd</sup> & 3<sup>rd</sup> Street Comprehensive Planning Project – Application in Process

New Projects in Development – Several projects are in the development phase with plans to submit funding applications over the next few months as follows:

1. Boynton WWTP Expansion Project (EDA)
2. Clarksville WWTP & WTP Improvement Project (RD)
3. Chase City Sewer Improvement Project (CDBG & RD)

4. Mid-Atlantic Broadband Middle Mile Extension Project (EDA-COVID & GO VA)
5. SOVA Innovation Hub Corporation Tech Hub Project (EDA)
6. South Hill Water Line Project (EDA-COVID)
7. Chase City Robert E. Lee Building Brownfield Project (DEQ/VEDP)
8. Brunswick County Sledge & Barkley Brownfield Project (DEQ/VEDP)
9. Regional Housing Market Assessment Study (VHDA)

#### Completed Projects

2045 Rural Long-Range Transportation Plan – The draft plan was reviewed by VDOT’s Central Office with no revisions being suggested. In addition to being posted on the SPDC website for public comment, a public meeting on the plan was advertised and held on January 2, 2020. Comments from the public and the towns of Chase City, Clarksville and Halifax were addressed. The Plan was forwarded to the Transportation Technical Advisory Committee (TTAC) for action at their January 15<sup>th</sup> meeting. The TTAC voted unanimously to recommend the Plan be adopted by the SPDC. The 2045 RL RTP was adopted by the SPDC on January 23, 2020.

Regional Hazard Mitigation Plan – Staff organized and held two public meetings, October 28<sup>th</sup> and January 15<sup>th</sup>, at the SPDC office that were widely advertised. Each meeting included a PowerPoint presentation and had display boards for each locality within the PDC region for those in attendance to review and ask questions and/or provide comments. The display boards included hazard maps, survey results, and proposed mitigation actions. The plan was finalized at the January 28<sup>th</sup> Hazard Mitigation Planning Team meeting and forwarded to the Virginia Department of Emergency Management on February 5, 2020 for their review. Comments were addressed and the plan forwarded to FEMA. We are currently waiting to hear back from them concerning any comments that they may have. Once everything is in good order, localities will be able to adopt the updated plan.

#### Bike & Pedestrian Recommendations Utilizing GIS Shapefile

Staff provided an updated GIS shapefile of bicycle and pedestrian recommendations to VDOT, per their request, on February 19, 2020. Data was gathered from local comprehensive plans, regional transportation plans, and other planning documents. Approximately 1,311 miles of recommendations were included.

#### Statewide Bicycle Facilities Inventory Update

A request from VDOT to help review and update their inventory of existing statewide bicycle facilities for the Southside Planning District was also conducted. The inventory focused on the Tobacco Heritage Trail, US Bicycle Route 1, and numerous trails located in the 3 state parks throughout the region. This project was completed and submitted to VDOT on April 27, 2020.

Bicycle, Pedestrian and Trails Plan Update – Staff has spent time preparing for the update and consolidation of the Halifax County Trails, Bicycle, and Pedestrian Plan (2004) and the Lake Country Bicycle, Pedestrian and Trails Plan (2007) by gathering data on health, outdoor recreation, and reviewing

bike plans suggested by VDOT for guidance purposes. VDOT has also given the SPDC permission to create the new plan in a digital format with the goal of making it more interactive and accessible to everyone. It was originally planned to hold public meetings earlier this year but that has been postponed due to health concerns at this time.

Tobacco Heritage Trail – Staff was able to collect updated GPS data on the Tobacco Heritage Trail for several segments consisting of approximately 10 ½ miles. The new data will help improve accuracy of the trail’s centerline and allow for the inventory of all trail assets (bathrooms, picnic tables, split rail fence, etc.) along the way. This new data will be useful for future grant applications, creating maps, and asset management. Information relating to the number of completed off-road and on-road trail miles within each jurisdiction has been calculated and shared with the Roanoke River Rails-to-Trails group. Additionally, a map was created to show current maintenance responsibilities along the trail. Chad Neese has been assigned to participate in all trail Board meetings which are held at the PDC office. Chad and Deb met with two individuals interested in starting a Virginia Master Naturalist Chapter in Southside which could prove to be beneficial for future maintenance of the trail. Finally, staff has also been working with VDOT for the temporary placement of a trail counter in the La Crosse area.

Next Generation 911 GIS Data Improvement Project – This project will correct deficiencies in the three-member Counties’ address point (AP) and road centerline (RCL) GIS data which will be utilized for the Next Generation 911 initiatives to begin in 2020. The AP and RCL data must conform to a much higher standard to support geographic-based call routing as opposed to MSAG/ALI based routing currently in place. Halifax County is the host county for this regional project.

Regional GIS Technical Assistance to Member Counties – Staff provides contractual GIS services to all three member counties. These services include 911 map/data updates, address point and centerline management, assistance with 911 MSAG/ALI issues, assistance with NG911 initiatives, and compliance with 911 GIS standards. Each County greatly benefits from this regional approach as 911 GIS operations are largely the same from County to County and many hours can be saved by approaching tasks on a regional basis. Other services include GIS mapping for other County departments, on-site requirements, new address assignments, assistance with specific GIS projects, and planning/zoning mapping.

**LAKE COUNTRY DEVELOPMENT CORPORATION**

Lake Country Development Corp. (LCDC) was formed in 1981 as a private, non-profit 501(c)(3) corporation responsible for the administration of revolving loan funds to promote job creation in the Southside Planning District Region. Loan funds are provided to qualifying companies locating or expanding in the three-county region. Lake Country is a lender of “last resort”.

Macro-Loan Pool - Total Loans-58; Paid in Full-49; Defaulted Loans-4; Active Loans-5	
Micro-Loan Pool – Total Loans-2; Paid in Full-1; Active Loan-1	
Total Jobs Created-1,858	Total Jobs Retained-98
Total LCDC Funds Loaned-\$10,297,319	Matched Private Funds-\$48,430,608

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**

GO Virginia is an initiative by Virginia's senior business leaders to foster private-sector growth and job creation through state incentives for regional collaboration by business, education, and government. **The Southside PDC serves as the Support Organization and Fiscal Agent for GO Virginia Region 3.** Region 3's footprint incorporates the geographic boundaries of three PDC's - West Piedmont PDC, Southside PDC, and Commonwealth Regional Council. These three PDC's collectively cover 13 counties (Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Henry, Lunenburg, Mecklenburg, Nottoway, Patrick, Pittsylvania, and Prince Edward) and two cities (Martinsville and Danville). Deb attends monthly Full Council and/or Executive Meetings and is responsible for the recording and distribution of the meeting minutes. The website address for GO Virginia Region 3 is [govirginia3.org](http://govirginia3.org).

SPDC Staff is currently providing administrative support services for six GO Virginia Projects. These projects are listed in detail on the GO Virginia Active Projects List.

1. GO-TEC, Phase 1(\$648,000-Per Capita Pool) - This initiative received GO Virginia's largest competitive grant awarded to date and will help extend the region's lauded talent pipeline to middle schools with the introduction of Career Connections labs.
2. GO-TEC Phase 2A (\$1,320,787-State Competitive Pool)
3. GO-TEC Phase 2B (\$3,575,741-State Competitive Pool)
4. SOVA Innovation Hub (\$80,000 Per-Capita/ECB Pool)
5. Entrepreneurship and Innovation Investment Strategy Initiative (\$100,000-Per Capita/ECB Pool)
6. IALR Major Clarity Platform Project (\$90,140-Per Capita/ECB Pool)
7. Operation Last Mile Drone Project (\$75,000-Per Capita/COVID ERR Pool)
8. SVRA/VGA Road to Recovery Project (\$925,000-Per Capita/COVID ERR Pool)