

**SOUTHSIDE PLANNING DISTRICT COMMISSION**  
**Executive Committee Meeting**  
**January 23, 2020**

An Executive Committee Meeting of the Southside Planning District Commission (SPDC) was held on January 23, 2020 at Brian's Steak House, South Hill, Virginia. Chairman Kim Callis welcomed Mecklenburg County Commissioner Andy Hargrove to the Executive Committee. Mr. Hargrove fills the seat left vacant by Gregg Gordon. Mr. Callis then called the meeting to order at 5:30 p.m.

Director Gosney called the roll. With 10 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	<b>X</b>	
Bernard Jones, Sr.	<b>X</b>	
Leslie Weddington - Treasurer	<b>X</b>	
<b>HALIFAX COUNTY</b>		
Stanley Brandon	<b>X</b>	
Garland Ricketts	<b>X</b>	
Vacancy		
<b>MECKLENBURG COUNTY</b>		
Andy Hargrove	<b>X</b>	
Charlie Simmons	<b>X</b>	
Glanzy Spain	<b>X</b>	
<b>SOUTH BOSTON</b>		
Winston Harrell		<b>X</b>
George Leonard	<b>X</b>	
<b>SOUTH HILL</b>		
Kim Callis - Chairman	<b>X</b>	
<b>TOTAL</b>	<b>10</b>	<b>1</b>

Staff in Attendance:

Deborah Gosney, Executive Director  
Stephanie Creedle, Finance Director/HR  
Chad Neese, GIS and Transportation Planner

Guests in Attendance:

Jerry Lovelace

### **PUBLIC COMMENT PERIOD**

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

### **APPROVAL OF THE AGENDA**

Chairman Callis asked that the Agenda be modified to include discussion of forming a Bylaws Committee under Other Business.

UPON MOTION BY BERNARD JONES, SR., SECONDED BY GEORGE LEONARD, THE AGENDA WAS UNANIMOUSLY APPROVED WITH MODIFICATION.

### **APPROVAL OF MINUTES**

The June 18, 2019 minutes were previously dispensed to members for review.

UPON MOTION BY ANDY HARGROVE, SECONDED BY STANLEY BRANDON, THE JUNE 18, 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.

UPON MOTION BY CHARLIE SIMMONS, SECONDED BY GLANZY SPAIN, THE DECEMBER 31, 2019 TREASURER'S REPORT WAS UNANIMOUSLY ACCEPTED.

### **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**.

UPON MOTION BY BERNARD JONES, SR., SECONDED BY GEORGE LEONARD, THE FY20 BUDGET AMENDMENTS WERE UNANIMOUSLY APPROVED.

### **FY19 AUDIT**

Director Gosney reported to the Board that Michael Aukamp with Dunham, Aukamp & Rhodes from Chantilly, Virginia audited the Southside Planning District Commission's books again this year. As the PDC is the Support Organization and Fiscal Agent for the GO Virginia organization, GO Virginia is included in our audit. Mrs. Gosney informed the Board that the auditor 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.

UPON MOTION BY GARLAND BAIRD, SECONDED BY ANDY HARGROVE, THE FY19 AUDIT WAS UNANIMOUSLY ACCEPTED.

### **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

UPON MOTION BY STANLEY BRANDON, SECONDED BY BERNARD JONES, SR., THE PRIORITIES LIST FOR SUBMISSION TO DHCD WAS UNANIMOUSLY APPROVED.

### **2045 RURAL LONG-RANGE TRANSPORTATION PLAN**

GIS and Transportation Planner Chad Neese reported on the 2045 Rural Transportation Plan update. 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.

### ***RESOLUTION***

***WHEREAS**, the Southside Planning District Commission has participated in the development of the 2045 Rural Long-Range Transportation Plan as directed under the FY20 Work Program for Rural Transportation Planning.*

***WHEREAS**, the Southside Planning District Commission hosted a public hearing on the 2045 Rural Long-Range Transportation Plan.*

***WHEREAS**, the Southside Planning District Commission has reviewed the 2045 Rural Long-Range Transportation Plan and concurs with the proposed elements.*

***NOW THEREFORE BE IT RESOLVED** that the Southside Planning District Commission approves the 2045 Rural Long-Range Transportation Plan.*

*Adopted January 23, 2019*

UPON MOTION BY LESLIE WEDDINGTON, SECONDED BY BERNARD JONES, SR., ADOPTION OF THE 2045 RURAL LONG-RANGE TRANSPORTATION PLAN WAS UNANIMOUSLY APPROVED.

### **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 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.

### **OTHER BUSINESS**

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. This matter will be brought before the full Commission for a motion.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 6:35 p.m.

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Kim Callis, Chairman SPDC



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Deborah Gosney, Secretary