

SOUTHSIDE PLANNING DISTRICT COMMISSION
Regular Quarterly Meeting
January 27, 2022

A regular quarterly meeting of the Southside Planning District Commission (SPDC) was held on January 27, 2022 at the Commission's Conference Room, 200 South Mecklenburg Avenue, South Hill, Virginia. Chairman Kim Callis called the meeting to order at 6:00 p.m. for those wishing to attend in person and virtually utilizing Zoom technology. New PDC Staff Member, Administrative Assistant Julie Gill, was introduced.

Due to the nature of the COVID-19 Declaration of a State of Emergency and pursuant to Code 2.2-3708.2, this meeting was held by electronic communications, via the Zoom electronic platform. The catastrophic nature of this declared emergency made it impractical and unsafe to assemble a quorum in a single location and the purpose of this meeting was to discuss or transact the business statutorily required or necessary to continue the operations of the Southside PDC. The required public notice and receipt of public comments was provided as outlined in the requirements of electronic meetings. This meeting was recorded as required by FOIA for electronic meetings.

Director Gosney called the roll. With a total of 23 Commissioners being present in person and virtually, a quorum was met for this meeting. As 18 Commissioners were present in person, a Roll Call vote was not required for action items. The Roll Call is as follows:

BRUNSWICK COUNTY	Present	Virtual	Absent
Bernard Jones, Sr.	X		
Alfonzo Seward	X		
Leslie Weddington – Treasurer	X		
John Zubrod		X	
Vacancy			
HALIFAX COUNTY			
Stanley Brandon	X		
William Claiborne	X		
Ronnie Duffey		X	
Jerry Lovelace			X
David Martin	X		
Garland Ricketts			X
Scott Simpson	X		
Norman Talley			X

MECKLENBURG COUNTY	Present	Virtual	Absent
Wayne Carter		X	
M. J. Colgate	X		
Andy Hargrove	X		
Charles Jones	X		
Angie Kellett	X		
Charlie Simmons	X		
Glanzy Spain	X		
Tom Tanner		X	
SOUTH BOSTON			
Joseph Chandler	X		
Winston Harrell		X	
George Leonard – Vice Chair	X		
Ernest Vass	X		
SOUTH HILL			
Kim Callis – Chairman	X		
Lillie Feggins-Boone	X		
Joseph Taylor			X
TOTAL	18	5	4

Staff in Attendance:

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

Guests in Attendance:

Bryan David, GO Virginia Program Director
David Lipscomb, VP of Member and Energy Services at Mecklenburg Electric Cooperative

PUBLIC COMMENT PERIOD

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

APPROVAL OF THE AGENDA

UPON MOTION BY ANDY HARGROVE, SECONDED BY LILLIE FEGGINS-BOONE, THE AGENDA WAS UNANIMOUSLY APPROVED AS PRESENTED.

GUEST SPEAKER

David Lipscomb, with Mecklenburg Electric Cooperative, parent company of EMPOWER Broadband, presented a summary of the recently funded SPDC Virginia Telecommunications Initiative (VATI) application totaling \$69,431,635 in awarded grant funds to provide high-speed internet services to 14,634 unserved and underserved locations in Halifax, Mecklenburg, Brunswick and southern Charlotte counties. The application was awarded December 13, 2021, and contract negotiations with DHCD staff were held January 18, 2021. PDC Staff is working closely with EMPOWER Staff to provide the documents needed to execute a contract over the next 90 days.

BYLAWS & CHARTER AMENDMENTS

George Leonard, Chair of the Bylaws Committee, presented the final draft of the Bylaws and Charter to the Commission to be adopted, effective April 1, 2022. The Bylaws Committee, comprised of Stanley Brandon, George Leonard, Joseph Taylor, Tom Tanner and John Zubrod, met April 19th, May 10th, and June 7th of 2021 and were tasked with the responsibility of proposing various changes to the Bylaws with the most significant amendment being the reduction in size of the Commission from 28 members to 17 members. Supporting resolutions were adopted by each member jurisdiction as required by the Charter in September 2021. As the October meeting did not have an in-person quorum, no action could be taken; thus, the adoption of the Bylaws Amendments was the first order of business for this January 2022 quarterly meeting. The Amendments become effective April 1, 2022. The Bylaws and Charter, in its entirety, is attached to the end of this document.

UPON MOTION BY ANDY HARGROVE, SECONDED BY STANLEY BRANDON, THE SPDC BYLAWS & CHARTER AMENDMENTS WERE UNANIMOUSLY ADOPTED, TO BE EFFECTIVE APRIL 1, 2022.

ELECTION OF OFFICERS

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

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

UPON MOTION BY M. J. COLGATE, SECONDED BY JOHN ZUBROD, THE SLATE OF OFFICERS FOR THE 2022-2024 TERM, AS RECOMMENDED BY THE NOMINATING COMMITTEE, WAS UNANIMOUSLY APPROVED.

CONSENT AGENDA

The Commissioners received the minutes from the previous Commission meeting, dated June 30, 2021, and the Treasurer's Report for the period ending December 31, 2021 prior to tonight's meeting for review. The Commissioners were asked if any of the Consent Agenda items needed to be moved to regular discussion items. Hearing none, the Consent Agenda items were recommended for approval.

UPON MOTION BY LESLIE WEDDINGTON, SECONDED BY GEORGE LEONARD, THE CONSENT AGENDA WAS UNANIMOUSLY APPROVED.

FY22 BUDGET AMENDMENTS

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

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

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

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

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

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

Expenses increased due to the following:

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

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

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

UPON MOTION BY LILLIE FEGGINS-BOONE, SECONDED BY ANDY HARGROVE, THE FY22 BUDGET AMENDMENTS WERE UNANIMOUSLY APPROVED.

PER CAPITA DUES INCREASE

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

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

UPON MOTION BY TOM TANNER, SECONDED BY ANDY HARGROVE, A PER CAPITA DUES INCREASE, FROM \$1.25 TO \$1.60, EFFECTIVE APRIL 1, 2022, WAS UNANIMOUSLY APPROVED.

FY21 AUDIT

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

UPON MOTION BY DAVID MARTIN, SECONDED BY STANLEY BRANDON, THE FY21 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 2022 CDBG Applications as follows:

Project Types/Activity Categories:

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

Expected 2022 CDBG Applications are:

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

UPON MOTION BY SCOTT SIMPSON, SECONDED BY ANDY HARGROVE, THE PRIORITIES LIST FOR SUBMISSION TO DHCD WAS UNANIMOUSLY APPROVED.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Gosney reported on the following:

- Small Business Recovery Program – Brunswick, Halifax and Mecklenburg each received grant funds from DHCD in August of 2020 to make small loans to eligible businesses as a result of the COVID Pandemic. The Mecklenburg County and Brunswick County Small Business Recovery Programs are now officially closed out. Brunswick County assisted a total of 31 businesses; Mecklenburg County assisted a total of 50 businesses; and Halifax County assisted 61 businesses and received additional funds and an extension to assist additional businesses.
- SPDC Regional Universal Fiber Broadband Project – Southside PDC, in partnership with EMPOWER, submitted a VATI application to DHCD requesting funds to provide universal broadband coverage in all three PDC Counties as well as the southern portion of Charlotte County. The application was awarded December 2021. A total of \$69,431,634 was awarded in grant funds.

- SPDC Affordable Housing Program – The PDC was awarded \$1,000,000 from Virginia Housing to launch a new grant program that invests in creating affordable housing opportunities throughout the region. Staff is working closely with the Southside Outreach Group to identify affordable housing opportunities throughout the region.
- Southside Regional Housing Market Analysis – A grant application was submitted to VHDA in May 2021 requesting funds to develop a Housing Market Assessment for the PDC region. The application was approved and additional funds are being solicited from DHCD to pay for the study. Staff is working closely with Virginia Tech who will be contracted to perform the study.
- CEDS Resiliency Plan – Staff is working on the development of a Resiliency Plan, a requirement of EDA as the beneficiary of COVID grant funds. The purpose of the Plan is to create actionable recommendations that will strengthen the regional economy and position it to effectively mitigate sudden unfortunate events. The deadline for completion is June 2022.
- CEDS Brochure – The Berkley Group completed a CEDS Summary Brochure to be utilized as a quick reference tool and regional marketing asset. It is posted on the website and hard copies are available.
- Local Redistricting Assistance – Census Block data and GIS mapping is being provided to the three counties as needed to assist with local redistricting to ensure local election districts are drawn equitably across the region.
- SPDC Quarterly Exchange – Quarterly virtual meetings with Town Managers and County Administrators have been well received. The CEDS Project List is reviewed and updated. There have been many instances of successfully identifying grant dollars to assist with funding community needs.
- Active Projects List – The project pipeline consists of 49 active projects totaling \$95,360,199 in grant dollars received for the PDC region. Of the 49 active projects, a total of 15 grant awards were received in FY22 totaling \$74,966,108. Staff is in the process of preparing three CDBG applications to be submitted in March.
- Staff Announcements – Julie Gill joined our Staff as Administrative Assistant in December 2021. Mrs. Gosney and Commissioner Kim Callis (VAPDC President) will be attending the VACo/VML/VAPDC Local Government Day in Richmond in February.
- Next Meeting – The next PDC meeting is scheduled for Thursday, April 28, 2022.

OTHER BUSINESS

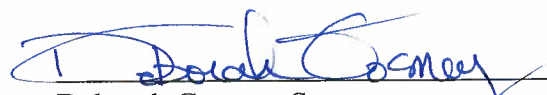
There was no Other Business.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:02 p.m.



Glanzy Spain, Chair SPDC



Deborah Gosney, Secretary