



112 MacTanly Place, Staunton, VA 24401
540.885.5174 phone; 540.885.2687 fax; cspdc@cspdc.org

March 9, 2009

MEMO TO: Board of Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: March 16, 2009 Commission Meeting

The Central Shenandoah Planning District Commission will hold its monthly meeting on Monday, March 16, 2009, 7:00 p.m., at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia.

If you cannot attend this meeting, please call the Commission Office.

NOTE: Please bring your materials from the February 2, 2009 meeting that was cancelled due to inclement weather.

Dinner will be provided at 6:30 p.m.

AGENDA

1. Call to Order
2. Introduction of New Member(s)
 - *Mr. Richard Baugh, City of Harrisonburg*
 - *Mr. Frank Friedman, City of Lexington*
 - *Mr. William Kyger, Jr., Rockingham County*
3. *Election of Executive Committee Member (*BAF #09-3*)
(Ballots will be distributed at the meeting)
4. *Minutes of December 3, 2008 Meeting
5. Reports
 - (a) Treasurer (attached)
 - (b) Chairman
 - (c) *Executive Director
6. *Consideration of FY 08 Audit Report
James Kelly, CPA, Robinson, Farmer, Cox Associates

7. *Consideration of Endorsement and Support for the Upper James Resource Conservation and Development Council (RC&D) (BAF #09-5)
Speaker: Tammy Stephenson, Chair, Upper James RC&D
 8. *Consideration of Endorsement and Support for the Shenandoah Resource Conservation and Development Council (RC&D) (BAF #09-4)
Speaker: Kathy Holm, USDA-NRCS, Coordinator, Shenandoah RC&D
 9. *Consideration of George Washington Forest Management Plan Resolution for Drinking Water Resource Management (BAF #09-2)
Speaker: David Hannah, Wild Virginia
 10. *Consideration of Rail Resolution
 11. *Consideration of Resolution Endorsing the Rideshare Application (BAF #09-6)
 12. Consideration of FY10 Rural Transportation Allocation Resolution (BAF #9-9) (Attached)
 13. Consideration of 2009 Community Development Block Grant (CDBG) Regional Priorities (BAF #9-8) (Attached)
 14. CIRP(S) (BAF #09-1) (Updated list attached)
 - A. Buena Vista Low Interest Loan Application - Dean Insurance Agency
 - B. Six Year ACIP Update and Preapplication – Ingalls Field Airport
 - C. Rockbridge Area Transportation System, Inc. (RATS) - FTA Section 5310 Program
 - D. Valley Program for Aging Services (VPAS) - FTA Section 5310 Program
 - E. The Arc of Harrisonburg and Rockingham, Inc. - FTA Section 5310 Program
 - F. Rockbridge Area Community Services (RACS) – FTA Section 5310 Program
 - G. Pleasant View, Inc. – FTA Section 5310 Program
 - H. Rural Development Community Facility Grant Request – Buffalo Gap Sportsman Club Equipment Purchase
 - I. Town of Craigsville, PPG & Water Treatment Upgrade
 - J. City of Staunton – Creative Community Microloan Program
 - K. City of Waynesboro – ARC/Market Neighborhood Project
 - L. Buena Vista Fire Department – USDA Community Facilities Grant for new Rescue Pumper
 15. *Budget Amendments (BAF #09-7)
 16. *Report on the 2009 Commission Survey & Jurisdictions Meeting Calendar
 17. Adjournment
-

***Materials sent with February packet.**



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Minutes
Central Shenandoah
Planning District Commission Meeting
March 16, 2009, 7:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
✓	Richard L. Fox	✓	Nathaniel E. Burress	✓	Bonnie Riedesel
✓	Tracy C. Pyles, Jr., Chair	✓	Carolyn W. Dull	✓	Rebecca Joyce
✓	David R. Beyeler		Rockbridge County	✓	Jennifer Hibbert
✓	Kay Frye		A. W. Buster Lewis, Jr.	✓	Elizabeth McCarty
✓	Kimberly Bullerdick		Vacant	✓	Andrea Terry
	Bath County		Rockingham County	✓	Rita Whitfield
	Carol Hardbarger	✓	George T. Dowrey, III	✓	Robbie Huff
	City of Buena Vista		Dee E. Floyd	✓	Kathy Wise
✓	Larry F. Tolley, Secretary		William Kyger, Jr.		Others
	City of Harrisonburg		William L. Vaughn, Treasurer	✓	Tammy Stephenson, Upper James RC&D
	Carolyn F. Frank		Vacant	✓	Ellen Ford, Upper James RC&D
✓	Richard Baugh		City of Waynesboro	✓	Polly Newlon, Upper James RC&D
✓	Stacy H. Turner	✓	Nancy M. Dowdy, Vice Chair	✓	Kathy Holm, Shenandoah RC&D
	Highland County		Kristopher C. Baker	✓	David Hannah, George Washington National Forest
	Jerry A. Rexrode			✓	Kate Wofford, GWNF, Shenandoah Valley Network
	City of Lexington			✓	James Kelly, Robinson, Farmer, Cox, Associates
	Frank Friedman				

Call To Order

The March 16, 2009, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairman Pyles. He thanked everyone for attending the meeting.

Introduction of New Board Members

Chairman Pyles welcomed and introduced Mr. Richard Baugh, who will be representing the City of Harrisonburg. He announced two more new members who could not be present tonight: Mr. Frank Friedman who will be representing the City of Lexington; and Mr. William Kyger, Jr., who will be representing Rockingham County.

Election of Executive Committee Member

Chairman Pyles presented for consideration Election of Executive Committee Member. Ms. Riedesel stated that a vacancy on the Executive Committee Board has occurred with the departure of Mr. Rodney Eagle, whose term expires June 2010. She distributed copies of the ballot, asking everyone to vote for only one member. She read the names of the current Executive Committee Board members currently serving. Mrs. Riedesel noted that once the ballots had been tabulated she would announce the new Executive Committee member at the end of the meeting.

Minutes

Mr. Fox moved, seconded by Mr. Dowrey, to approve the minutes of the December 3, 2008 Commission meeting. Motion carried with one abstention.

Treasurer's Report

Chairman Pyles presented for consideration the Treasurer's Report (attached to file minutes). Ms. Riedesel presented the Grant Expenditure Budget vs. Actual and Balance Sheet for July 2008 through January 2009, noting that Ms. Wise was present to answer any questions. Ms. Frye moved, seconded by Ms. Dowdy, to approve the Treasurer's Report as presented. Motion was carried by unanimous vote.

Executive Director's Report (EDR #09-1)

Ms. Riedesel briefly reported on the Executive Director's Report (EDR) (attached to file minutes). She also reported on the following that was not included in the EDR:

- Distributed copies of a report on "American Recovery and Reinvestment Act of 2009 Economic Stimulus Funding."
- Announced that Shenandoah Valley Project Impact, in partnership with Augusta County and the Cities of Staunton and Waynesboro, is offering CERT training at the Commission office starting March 19th through April 30th at 9:00 a.m.
- Distributed copies of a flyer announcing that the CSPDC and James Madison University will be hosting a Wind Ordinance Writing Workshop on Friday, April 24, 2009 from 9:00 to 3:00 at the Commission office.
- Reported on a workshop she had attended for the Blue Ridge Parkway 75th Anniversary on February 23rd.

Upon a question by Mr. Burress, Ms. Riedesel gave a brief update on the Commission's consideration of participating in the Virginia Retirement System. She stated that a study from the

Virginia Retirement System regarding the Commission's Retirement Plan to the VRS had been ordered. Ms. Riedesel noted that as soon as she received the study, she would report back to the Commission with its findings.

Consideration of FY 08 Audit Report

Chairman Pyles presented for consideration FY 08 Audit Report. Ms. Riedesel welcomed and introduced Mr. James Kelly, Auditor for Robinson, Farmer, Cox Associates. Mr. Kelly gave a brief review on the Audit, noting that the Audit includes an unqualified opinion, which is excellent. Discussion ensued regarding how stable the Commission's finances are; the fund balance; a need for a fiscal policy; the reserve fund; accrued leave and retirement liability; and indirect cost allocation. After discussion Mr. Beyeler moved, seconded by Ms. Dowdy, to accept the FY 08 Audit Report as presented. Motion carried unanimously.

Consideration of Endorsement and Support for the Upper James Resource Conservation and Development Council (RC&D) (BAF #09-5)

Chairman Pyles presented for consideration Endorsement and Support for the Upper James Resource Conservation and Development Council (RC&D). Ms. Riedesel noted that this item was tabled from the December Commission meeting for additional information. She welcomed and introduced Ms. Tammy Stephenson who was present to speak on behalf of the Upper James RC&D. Ms. Stephenson introduced Ms. Ellen Ford and Ms. Polly Newlon, also representatives from the Upper James RC&D. Ms. Stephenson distributed copies of: a flyer on the Upper James Resource Conservation and Development Council; a list of key points for the Upper James RC&D; a list of Upper James RC&D Council members; a list of the Advisory Sponsors/Ex-Officio members; and a copy of Farm Bill 2002 (attached to file minutes). She listed the jurisdictions that the Upper James RC&D represents and gave a brief report on the RC&D. Ms. Stephenson noted that RC&D programs are designed to help people in rural areas plan and carryout activities that increase conservation of natural resources, support economic development, and enhance the environment and standard of living in local communities. She pointed out that the RC&D will not duplicate existing efforts. Discussion ensued regarding the Commission appointing a representative to serve on the RC&Ds. Ms. Dull moved, seconded by Mr. Tolley, to endorse the application and appoint a representative to serve on the Upper James RC&D. The motion was carried by unanimous vote.

Consideration of Endorsement and Support for the Shenandoah Resource Conservation and Development Council (RC&D) (BAF #09-4)

Chairman Pyles presented for consideration Endorsement and Support for the Shenandoah Resource Conservation and Development Council (RC&D). Ms. Riedesel gave a brief update on the Commission's involvement with the Shenandoah RC&D. She noted that this item was also tabled from the December Commission meeting for additional information. She welcomed and introduced Ms. Kathy Holm, USDA-NRCS Coordinator, Shenandoah RC&D, who was present to speak on behalf of the Shenandoah RC&D. Ms. Holm distributed copies of the Shenandoah Resource Conservation and Development Council 2008 Annual Report and a flyer entitled "Shenandoah Valley Buy Fresh, Buy Local" (attached to file minutes). She noted that RC&Ds are designed to complement and enhance activities already planned by local governments, or filling a needed gap in services for the region, such as citizen monitoring, and will not duplicate existing

efforts. Discussion ensued regarding coordinating activities and information and the availability of RC&Ds list of programs. After discussion, Mr. Burress moved, seconded by Ms. Dull, to endorse and support the Shenandoah RC&D and to appoint a representative to serve on the Shenandoah RC&D. Motion carried unanimously.

Consideration of George Washington National Forest Management Plan Resolution for Drinking Water Resource Management (BAF #09-2)

Chairman Pyles presented for consideration George Washington National Forest (GWNF) Management Plan Resolution for Drinking Water Resource Management (Resolution attached to file minutes). He welcomed and introduced Mr. David Hannah, Wild Virginia, who was present to speak on behalf of Drinking Water Management in the George Washington National Forest. Mr. Hannah presented a PowerPoint presentation on managing and protecting the drinking water resources of the GWNF. He noted that the 1993 Land and Resource Management Plan for the GWNF is in the process of being revised by the U.S. Forest Service and is currently asking for public comment. Mr. Hannah stated that a study has been conducted by Wild Virginia to describe and quantify the drinking water resources of the George Washington National Forest. He noted that the Resolution is a means of providing public input to the United States Forest Service regarding management of the GWNF, which directly impacts local drinking water supplies; and encourages the USFS to identify all drinking water resources, establish management objectives to protect these supplies, continue to assess the quality of the resources, and more effectively communicate with stakeholders. Mr. Hannah introduced Ms. Kate Wofford, Shenandoah Valley Network Executive Director, who also spoke on behalf of the Resolution. Discussion ensued regarding concern on drinking water regulations; better communication on activities; concern over clear-cutting causing flooding, restrictions on public lands, and appropriate amount of protection for wellheads. After discussion, Ms. Dowdy moved, seconded by Mr. Burress, to adopt the Resolution – Drinking Water Management in the George Washington National Forest. Motion was carried by unanimous vote.

Consideration of Rail Resolution

Chairman Pyles presented for consideration a Resolution Petitioning Virginia's Federal Representatives, to Sponsor a Grant for Building a Model 21st Century Rail Steel Interstate Service in the I-81 Corridor to Demonstrate Fast Rail Freight and Passenger Service Potential to the Nation (attached to file minutes). Ms. Dull gave a brief report and spoke on behalf and in support of the Resolution, noting that Staunton City Council had adopted this Resolution. Ms. Dowdy noted that the City of Waynesboro had considered but voted not to adopt the Resolution. She expressed concern over the logistics of the system, as well as the cost to implement the system to the government, and the impact it would have on the trucking industries in the valley. Several Board members expressed concern on supporting the Resolution when they still had unanswered questions. Discussion ensued regarding the cost to implement this system, what the benefits would be in building a "steel" interstate, what the expectation of it is, and how efficient it would be to move freight by rail than by individual truck. Mr. Dowrey moved, seconded by Ms. Dowdy, to table the Resolution until the next Commission meeting for additional information. Motion carried unanimously.

Consideration of Resolution Endorsing the Rideshare Application (BAF #09-6)

Chairman Pyles presented for consideration Resolution Endorsing the Rideshare Application (attached to file minutes). Ms. Riedesel stated that the grant application was due on February 1, 2009 and had been submitted to the Department of Rail and Public Transportation (DRPT). Ms. Hibbert gave a brief report on the application, noting that the total budget for the program is \$63,000; 80% DRPT funding and 20% local match. Mr. Beyeler moved, seconded by Ms. Dowdy, to approve the Resolution for the Rideshare Program. Motion was carried by unanimous vote.

Consideration of FY 2010 Rural Transportation Allocation Resolution (BAF #9-9)

Chairman Pyles presented for consideration FY 10 Rural Transportation Allocation Resolution (attached to file minutes). Ms. Riedesel gave a brief description on the grant application, noting that the program will provide \$58,000 and the Commission will provide a \$14,500 match. She noted that the grant was due on March 15th and has been submitted. Mr. Dowrey moved, seconded by Mr. Fox, to approve the Resolution authorizing application for FY 10 Rural Transportation Planning Grant. Motion was carried by unanimous vote.

Consideration of 2009 Community Development Block Grant (CDBG) Regional Priorities (BAF #09-8)

Chairman Pyles presented for consideration 2009 CDBG Regional Priorities. Mrs. Riedesel gave a brief report on the Priorities, noting that each year the Commission is requested to prepare a list of CDBG regional priorities for submission to DHCD. She noted that these priorities set the stage for the Region's communities to access CDBG funds should they decide to submit applications during the program year. Mrs. Riedesel stated that Commission staff has coordinated with the localities in preparing the list (attached to file minutes) for consideration, noting that the deadline for the priority list is March 25th. She noted that two CDBG grant applications were expected to be submitted from our region; one from the City of Waynesboro for Arch/Market Neighborhood Project; and an application from the City of Staunton for Creative Community Microloan Program. Mr. Dowrey moved, seconded by Mr. Tolley, to approve the 2009 Community Development Block Grant Regional Priorities. Motion carried unanimously.

Consideration of CIRP(S) (BAF #09-1)

Chairman Pyles presented for consideration CIRPS. Mrs. Riedesel gave a brief review on the applications, noting that staff has reviewed the projects and recommends approval. She stated that there was one additional CIRP application submitted by Shenandoah Valley Regional Airport Commission for a Rural Development loan request of \$550,000 to build hanger pads and the road to access the pads. Mr. Burrell moved, seconded by Ms. Bullerdick, to endorse agenda items 14A-14L and the additional CIRP submitted by Shenandoah Valley Regional Airport Commission. Motion was carried by unanimous vote. They are as follows:

- A. An application submitted by Dean Insurance Agency for Buena Vista Low Interest Loan Application for an investment of \$7,000 – Staff recommends ratification of the Executive Director's endorsement letter of December 19, 2008.

- B. An application submitted by Bath County Airport Authority, Ingalls Field Airport for Six Year ACIP Update and Preapplication.
- C. An application submitted by Rockbridge Area Transportation System (RATS) to purchase a 10 passenger van with a wheelchair lift and a 5 passenger minivan with a ramp through the FTA Section 5310 Program for \$79,000.
- D. An application submitted by Valley Program for Aging Services (VPAS) to purchase a 9-passenger van with wheelchair lift through the FTA Section 5310 Program for \$36,000.
- E. An application submitted by the ARC of Harrisonburg & Rockingham, Inc. to purchase one life-equipped, 14 passenger body on chassis vehicle through the FTA Section 5310 Program for \$40,000.
- F. An application submitted by Rockbridge Area Community Services (RACS) to purchase two mini-vans with wheelchair accessibility through the FTA Section 5310 Program.
- G. An application by Pleasant View, Inc. to purchase two modified mini-vans with wheelchair ramps through the FTA Section 5310 Program for \$68,000.
- H. An application submitted by Buffalo Gap Sportsman Club for a loan request through Rural Development to purchase equipment for a sports activity building at Buffalo Gap High School. Staff recommends ratification of the Executive Director's endorsement letter of February 5, 2009 for \$41,000.
- I. An application submitted by the Town of Craigsville for Rural Development funding for a total cost of \$1,181,000 for PPG & Water Treatment Upgrade.
- J. An application submitted by the City of Staunton for \$200,000 in CDBG funding for Staunton Creative Community Microloan Fund.
- K. An application submitted by the City of Waynesboro in partnership with the Waynesboro Redevelopment and Housing Authority for CDBG funding for the Arch/Market Neighborhood.
- L. An application submitted by the City of Buena Vista Fire Department for a USDA Community Facilities Grant to purchase a new Rescue Pumper for \$84,650.
- M. An application submitted by the Shenandoah Valley Regional Airport Commission for a Rural Development loan request of \$550,000 to build hanger pads and the road to access the pads.

Consideration of Budget Amendments (BAF #09-7)

Chairman Pyles presented for consideration Budget Amendments #09-7 through #09-12 (attached to file minutes). Ms. Wise briefly reviewed the budget amendments. Ms. Dull moved, seconded by Mr. Dowrey, to approve Budget Amendments #09-7 through 09-12. Motion carried unanimously. They are as follows:

- 09-7 #100 Disc. Revenue and 111 Repairs and Maintenance: Purpose of this amendment is to bring the FY09 budgeted amount in line with actual rent revenues expected thru June 30, 2008 and to budget that revenue for Repairs and Maintenance budget line item. (\$6,200)
- 09-8 #348 Regional CERT Training: Purpose of this amendment is to carry forward the FY08 project carryover funds for expending in the FY09 budget. (\$2,132)
- 09-9 #344 Citizens Corps: The purpose of this amendment is to carry forward the FY08 unexpended grant balance for completion of grant in FY09. (\$6,146)

- 09-10 #347 Regional Disaster Preparedness Training: Purpose of this amendment is to carry forward the FY08 project carryover funds for expending in the FY09 budget. (\$144)
- 09-11 #252 Richmond Road: Purpose of this amendment is to bring the FY09 budgeted amount in line with the actual grant carryover. (\$9,985 - Budgeted FY09 \$226,502; actual grant carryover \$236,487)
- 09-12 #281 Upper James River: Purpose of this amendment is to reflect amount of new contract received from DEQ on this continuing project. (\$20,000 dated 1/5/09)

Central Shenandoah Planning District Commission Survey & Jurisdictions' Meeting Calendar

Chairman Pyles presented for discussion 2009 Commission Survey and Jurisdictions' Meeting Calendar. Mrs. Riedesel gave a brief report on the Survey. She noted that the information gathered through this survey was an effort to help staff improve Commission meetings and to make appointments to the Commission Board more meaningful, useful, and informative. Ms. Riedesel reported that 12 out of 21 surveys were received.

Mrs. Riedesel reported on the Jurisdictions' Meeting Calendar as presented for information purposes.

Other Business

Under Other Business, Ms. Riedesel announced that she was working with Mayor Fox to hold the April Commission meeting at the Town of Craigsville.

Ms. Riedesel advised the Board that the votes for a board member to fill the unexpired term on the Executive Committee had been tabulated. She announced that Mr. A. W. "Buster" Lewis, Jr. will serve as the new Executive Committee member, representing Rockbridge County

Adjournment

There being no further business to come before the Commission, Mr. Dowrey moved, seconded by Mr. Beyeler, for adjournment at 9:00 p.m. Motion was carried by unanimous vote.

Respectfully submitted,

Rita F. Whitfield, Administrative Assistant

Approved:

Secretary



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April 14, 2009

MEMO TO: Board of Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: April 20, 2009 Commission Meeting

The Central Shenandoah Planning District Commission will hold its monthly meeting on Monday, April 20, 2009, **6:30 p.m., at the Craigsville Community Center and Town Hall, 18 Hidy Street, Craigsville, Virginia.**

Directions: Take Route 42 into Craigsville. Pass Dull Street and turn left onto Hidy Street. It is the new grey metal building behind the Post Office.

If you cannot attend this meeting, please call the Commission Office.

Dinner will be provided at 6:00 p.m.

AGENDA

1. Call to Order
2. Minutes of March 16, 2009 Meeting
3. Reports
 - (A) Treasurer
 - (B) Chairman
 - (C) Executive Director (*EDR #09-2*)
4. Presentation – Craigsville Community Center and Wastewater Treatment Plant Project
 - *Mayor Richard Fox*
 - *Todd Boykin, Malcolm Pirnie*

5. Presentation: USDA - Rural Development
 - *Anne Herring, Area Director*
 - *Art Powers, Area Specialist*
6. Disability Services Board (DSB) Status Report
7. Status of ARRA Economic Stimulus Projects (*BM #09-01*)
8. Fiscal Matters
 - (A) FY 10 Budget Approval Process
 - (B) Budget Amendment (*BAF #09-12*)
 - (C) Line of Credit Renewal
 - (D) Anthem Health Insurance Plan Renewal
9. CIRP(S) (*BAF #09-10*)
 - (A) Highland Center's Rural Business Opportunity Grant Program through USDA Rural Development for \$150,000
 - (B) Town of Goshen's Water Improvement Project for \$2.3M
 - (C) Natural Bridge Volunteer Fire Department for a \$6,600 Rural Development Grant to Purchase Radios
10. Old Business
 - (A) Consideration of Rail Resolution (*BAF #09-11*)
 - (B) Appointment of RC&D Representatives
 - (C) Fiscal Policy on Reserve Funds
11. Other Business
12. Adjournment



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Minutes
Central Shenandoah Planning District Commission Meeting
Craigsville Community Center and Town Hall, Craigsville, Virginia
April 20, 2009, 6:30 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
✓	Richard L. Fox		Nathaniel E. Burress	✓	Bonnie Riedesel
✓	Tracy C. Pyles, Jr., Chair		Carolyn W. Dull		Rebecca Joyce
✓	David R. Beyeler		Rockbridge County	✓	Jennifer Hibbert
	Kay Frye	✓	A. W. Buster Lewis, Jr.	✓	Elizabeth McCarty
✓	Kimberly Bullerdick		Vacant	✓	Andrea Terry
	Bath County		Rockingham County	✓	Rita Whitfield
	Carol Hardbarger	✓	George T. Dowrey, III	✓	Robbie Huff
	City of Buena Vista		Dee E. Floyd	✓	Kathy Wise
	Larry F. Tolley, Secretary		William Kyger, Jr.		Others
	City of Harrisonburg	✓	William L. Vaughn, Treasurer	✓	Harvey Sprouse, Town of Craigsville Town Council
✓	Carolyn F. Frank		Vacant	✓	DuBose Egleston, Waynesboro Citizen
✓	Richard Baugh		City of Waynesboro	✓	Timmy Martin, Craigsville Citizen
✓	Stacy H. Turner	✓	Nancy M. Dowdy, Vice Chair	✓	Eric Hammersburg, Augusta County Sheriff's Office
	Highland County		Kristopher C. Baker		
	Jerry A. Rexrode				
	City of Lexington				
✓	Frank Friedman				

Call To Order

The April 20, 2009, Central Shenandoah Planning District Commission meeting was called to order at 6:30 p.m. by Chairman Pyles. He welcomed and thanked everyone for attending the meeting.

Mayor Fox welcomed everyone to the newly constructed Craigsville Community Center and Town Hall. He invited everyone to tour the new facilities after the meeting. Mayor Fox gave a brief update on the Craigsville Wastewater Treatment Plant Upgrade. He expressed his appreciation to the Commission for their help in assisting with the project.

Chairman Pyles welcomed and introduced Mr. Frank Friedman, who will be representing the City of Lexington. He announced that Mr. Buster Lewis had been elected at the March meeting to serve as the new Executive Committee member.

Treasurer's Report

Chairman Pyles presented for consideration the Treasurer's Report (attached to file minutes). Mr. Vaughn presented the Balance Sheet as of February, 28, 2009 and Grant Expenditure Budget vs. Actual for July 2008 through February 2009. Mr. Vaughn moved, seconded by Mr. Dowrey, to approve the Treasurer's Report as presented. Motion carried unanimously.

Minutes

Mr. Lewis moved, seconded by Mr. Fox, to approve the minutes of the March 16, 2009 Commission meeting. Motion was carried by unanimous vote.

Executive Director's Report (EDR #09-2)

Ms. Riedesel briefly reported on the Executive Director's Report (EDR) (attached to file minutes). She briefly highlighted the following current projects: Economic Stimulus Funding; Staunton Downtown Commercial Floodproofing Project; Wind Ordinance Writing Workshop to be held at the Commission's office on April 24, 2009; All Hazards Plan Update; and the Bicycle-Pedestrian Program. Ms. Riedesel noted that the Commission's office tenants have terminated their lease agreement for the downstairs office, effective July 31, 2009.

Craigsville's Wastewater Treatment Plant Project

Ms. Riedesel introduced Mr. Todd Boykin of Malcolm Pirnie, who was present to speak on Craigsville's Wastewater Treatment Plant Upgrade. Mr. Boykin presented a PowerPoint presentation on the project and reviewed the Project's History; Regulation Challenges, Final Product; and Funding. He noted that the current total cost of the project is \$10,401,154.

Presentation from USDA Rural Development

Chairman Pyles introduced and welcomed Ms. Anne Herring, Area Director, and Mr. Art Powers, Area Specialist, from Rural Development who were present to speak on behalf of USDA Rural Development's available programs. Ms. Herring distributed a handout on USDA Rural Development explaining the programs available through Rural Development in helping rural Americans to improve the quality of their lives. She presented a PowerPoint presentation on how Rural Development is committed to the future of rural communities. Ms. Herring stated that USDA has the unique responsibility of coordinating Federal assistance to rural areas of the nation. She noted that the Rural Development mission is to help rural Americans to improve the quality of their lives.

Mr. Powers presented a PowerPoint presentation on Water and Environmental Programs. He stated that Rural Development administers water and wastewater loan and grant programs to improve the quality of life and promote economic development in rural America. Mr. Powers noted

that this assistance is available through Rural Development's Rural Utilities programs and briefly reviewed the available programs.

Disability Services Board (DSB) Status Report

Chairman Pyles presented Disability Services Board (DSB) Status Report. Mrs. Riedesel gave a brief update on the status of the Disability Services Board, noting that DSBs act as advocates for the needs of persons with physical and sensory disabilities. She noted that there are four DSBs in our region and that after June 30, 2009, there will no longer be any staffing or administrative support funds allocated by the state for local DSBs. Ms. Riedesel ask that the Commission Board members remember to include services and programs for persons with disabilities in their localities, especially now that there may no longer be a local DSB to advocate for persons with sensory and physical disabilities.

Status of ARRA Economic Stimulus Projects

Chairman Pyles presented Status of ARRA Economic Stimulus Projects. Ms. McCarty gave a brief update on the status of the projects, noting that the list of economic stimulus projects being considered by the Virginia Department of Environmental Quality (DEQ) should be finalized next week. Other projects were still being reviewed by various state and federal agencies. She noted that the status of these projects can be viewed by going to www.cspdc.org or www.stimulus.virginia.gov.

Fiscal Matters

Chairman Pyles presented for consideration Fiscal Matters.

FY 10 Budget Approval Process

Ms. Riedesel noted that in January, requests for funding for the annual assessment and various programs were submitted to each locality. She stated that a draft FY10 Budget will be presented to the Executive Committee in May and to the Full Commission in June for consideration.

Budget Amendment (BAF #09-12)

Chairman Pyles presented Budget Amendment #09-12 for consideration (attached to file minutes). Ms. Wise noted that the purpose of the Budget Amendment is to budget funds for a new grant received from the Virginia Department of Emergency Management in the amount of \$20,000. Mr. Beyeler moved, seconded by Mr. Friedman, to approve Budget Amendment #09-12. Motion carried unanimously.

Line of Credit Renewal

Chairman Pyles presented for consideration Line of Credit Renewal. Ms. Riedesel stated that the CSPDC opened a line of credit with BB&T several years ago, and it has expired and needs to be renewed. Upon a question regarding the interest rate, Ms. Riedesel stated that the current interest rate was 5.75%. Ms. Wise noted that there was a \$50.00 application fee. After some

discussion regarding the need for a line of credit, Mr. Dowrey moved, seconded by Mr. Fox, to approve a resolution renewing the line of credit with BB&T. Motion carried unanimously.

Anthem Health Insurance Plan Renewal

Chairman Pyles presented for consideration Anthem Health Insurance Plan Renewal. Ms. Riedesel noted that for FY10, there will be no premium increase for CSPDC coverage. Mr. Fox moved, seconded by Mr. Dowrey, to renew the current health insurance plan for FY10. Motion was carried by unanimous vote.

Consideration of CIRP(S) (BAF #09-10)

Chairman Pyles presented for consideration CIRPS. Mrs. Riedesel gave a brief review on the applications, noting that staff has reviewed the projects and recommends approval (BAF attached to file minutes). She distributed copies and reviewed CIRPS that were signed-off by staff with a “no comment” response (attached to file minutes). Mr. Dowrey moved, seconded by Mr. Friedman, to endorse agenda items 9(A), 9(B) and 9(C), and to endorse the four additional CIRPS as signed off by staff with a “no comment” response, agenda item 9D(1) through (4). Motion was carried by unanimous vote. They are as follows:

- 9A. An application submitted by the Highland Center for a Rural Business Opportunity Grant Program, Alleghany Highlands Faces and Farms, through Rural Development for \$150,000.
- 9B. An application submitted by the Town of Goshen for a Water Improvement Project through Rural Development for \$2.3 million.
- 9C. An application by the Natural Bridge Volunteer Fire Department to purchase radios for their Fire Department for \$6,600 through Rural Development funding.
- 9D. Additional CIRPS with a “no comment” response:
 - (1) An application submitted by the Interstate Commission on the Potomac River Basin for assistance in support of the Chesapeake Bay Program for a total amount requested from the Environmental Protection Agency for \$251,956 in Federal funds.
 - (2) An application submitted by the Virginia Department of Environmental Quality for Pollution Prevention Grant Program for a total request of \$80,000 in federal funds.
 - (3) An application submitted by the Virginia Department of Environmental Quality for Chesapeake Bay Monitoring Assistance Agreement for a total request of \$792,194 in Federal funds.
 - (4) An application submitted by the Virginia Department of Environmental Quality for Virginia Diesel Emission Reduction Recovery for a total request of \$792,194 in Federal funds.

Old Business

Consideration of Rail Resolution (BAF #09-11)

Chairman Pyles presented for consideration a Resolution Petitioning Virginia’s Federal Representatives to Sponsor Legislation to fund a Comprehensive Study of the Proposed “Steel Interstate” Rail System Pilot Project between Knoxville, TN, and Harrisburg, PA, as a part of a National Steel Interstate System that would bring Fast Rail Freight and Passenger Service to the Nation (attached to file minutes), tabled from the March meeting for additional information. Ms.

Hibbert gave a summary on the Resolution, highlighting the purpose, pros and cons, what the Resolution proposes; project specifics, origin of cost estimation in the rationale, and Rail Solution Organizational Background. She reviewed the Shenandoah Valley area actions on the Resolution. Ms. Dowdy asked who will be conducting the study and requested that the stakeholders affected by this Resolution be involved in the study. Ms. Frank stated she felt the Resolution should be presented to each governing body to vote on it on their own. Mr. Beyeler expressed concern on endorsing the Resolution. After some discussion, Mr. Vaughn moved, seconded by Mr. Fox, to “not vote” on the Resolution. Motion carried unanimously.

Appointment of RC&D Representatives

Ms. Riedesel stated that at the last Commission meeting, it was approved for the Commission to appoint representatives to serve on the Upper James and Shenandoah RC&Ds. She noted that she had appointed Andrea Terry to serve as a representative on the Upper James RC&D and Elizabeth McCarty to serve as a representative on the Shenandoah RC&D. Ms. Riedesel stated that she would serve as an alternative to each of the RC&Ds.

Fiscal Policy on Reserve Funds

Ms. Riedesel stated that at the March Commission meeting, it was requested for the Commission to have a fiscal policy on reserve funds. She stated that the Commission had such a policy in effect and would be presented to the Executive Committee at its May meeting for review and consideration, and then presented to the Full Commission for any changes.

Other Business

Chairman Pyles introduced Mr. Harvey Sprouse, Town of Craigsville Town Council member.

Adjournment

There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:10 p.m.

Respectfully submitted,

Rita F. Whitfield, Administrative Assistant

Approved:

Secretary



112 MacTanly Place, Staunton, VA 24401
540.885.5174 phone; 540.885.2687 fax; csfdc@csfdc.org

June 8, 2009

MEMO TO: CSPDC Board of Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: June 15, 2009 Commission Meeting

The Central Shenandoah Planning District Commission will hold a meeting on Monday, June 15, 2009, 7:00 p.m., at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia.

If you cannot attend this meeting, please call the Commission Office.

Dinner will be provided at 6:30 p.m.

AGENDA

1. Call to Order
2. Introduction of New Member(s)
 - *Mr. Donald Delaughter, Rockingham County*
3. Minutes of April 20, 2009 Meeting
4. Ratification of Executive Committee Actions Taken at the May 18, 2009 Meeting
 - *Extension of Leave of Absence without Pay for Educational Purposes*
 - *Appointment of Audit Firm for FY09 Audit*
 - *Endorsement of CIRP(s) Staff Recommendations (BAF #14)*

- A. VA Tech Chesapeake Bay Program Point Source & Toxics Information Management/Data Analysis Support – no comment
- B. DEQ Environmental Impact Review – JMU Steam Plant Expansion – no comment
- C. DEQ Virginia Water Quality Management Planning-ARRA Stimulus – no comment
- D. DEQ FY10-FY11 Virginia Development of Wetland Permit Compliance & Community Outreach Tools – no comment
- E. DEQ Environmental Impact Review-Military & Leadership Field Training Grounds-North Post & McKethan Training Area, VMI – no comment
- F. DEQ Environmental Impact Review – STARS Elliott Knob, Va. Dept. of State Police- no comment
- G. DEQ ARRA Stimulus-State Revolving Loan Fund Capitalization Grant - endorse

5. Reports

- (A) Treasurer
- (B) Chairman
- (C) Executive Director (*EDR #09-3*)

6. Consideration of FY 2010 Budget

7. Consideration of Grant Applications

- A. Shenandoah Valley Project Impact Citizen Corps Council Grant Application
- B. Foothills Geo-Caching Trail Grant Application
- C. First Time Home Buyers Grant Application

8. Update of ARRA (Economic Stimulus)

9. CIRPs (BAF #09-15)

- A. Bath County Airport Authority Six-Year ACIP Update, Ingalls Field Airport, Hot Springs, VA
- B. Staunton Creative Community Fund's Application to the USDA Rural Development Rural Business Enterprise Grant Program
- C. VDOT Draft SPR Work Program for FY10
- D. DEQ 24th Year VA CZM Implementation Application
- E. DEQ VADEQ Hazardous Substances Response FUDS (Formerly Used Defense Sites)
- F. DEQ VADEQ Hazardous Substances Response PA/SI Investigations

10. Other Business

- A. Project Updates

11. Adjournment



112 MacTanly Place, Staunton, VA 24401
 540.885.5174 phone; 540.885.2687 fax; cspsc@cspsc.org

Minutes
Central Shenandoah
Planning District Commission Meeting
June 15, 2009, 7:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
✓	Richard L. Fox	✓	Nathaniel E. Burress	✓	Bonnie Riedesel
✓	Tracy C. Pyles, Jr., Chair	✓	Carolyn W. Dull	✓	Rebecca Joyce
	David R. Beyeler		Rockbridge County	✓	Jennifer Hibbert
✓	Kay Frye	✓	A. W. Buster Lewis, Jr.	✓	Elizabeth McCarty
✓	Kimberly Bullerdick		Vacant	✓	Andrea Terry
	Bath County		Rockingham County	✓	Rita Whitfield
	Carol Hardbarger	✓	George T. Dowrey, III	✓	Phil Alexander
	City of Buena Vista	✓	Dee E. Floyd	✓	Kathy Wise
✓	Larry F. Tolley, Secretary		William Kyger, Jr.		
	City of Harrisonburg	✓	William L. Vaughn, Treasurer		
✓	Carolyn F. Frank	✓	Donald Delaughter		
	Richard Baugh		City of Waynesboro		
✓	Stacy H. Turner		Nancy M. Dowdy, Vice Chair		
	Highland County	✓	Kristopher C. Baker		
	Jerry A. Rexrode				
	City of Lexington				
✓	Frank Friedman				

Call To Order

The June 15, 2009, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairman Pyles. He thanked everyone for attending the meeting. Chairman Pyles expressed his appreciation to Mayor Fox for hosting the previous Commission meeting at the Craigsville Community Center and Town Hall.

Introduction of New Board Members

Chairman Pyles welcomed and introduced Mr. Donald Delaughter, who will be representing Rockingham County.

Chairman Pyles sadly noted that Mr. Clark Jordan, former Commissioner representing the City of Waynesboro, had passed away.

Chairman Pyles presented a plaque to Mr. Nathaniel Burress who is retiring as the City of Staunton's representative, for his outstanding leadership and notable service to the Planning District Commission and to the people of the District, shown during his term as Commissioner.

Minutes

Mr. Friedman moved, seconded by Mr. Vaughn, to approve the minutes of the April 20, 2009 Commission meeting. Motion carried unanimously.

Ratification of Executive Committee Actions Taken at the May 18, 2009 Meeting

Mr. Vaughn moved, seconded by Mr. Friedman, to ratify the actions taken by the Executive Committee at its May 18, 2009 meeting. Motion carried unanimously. The actions ratified are as follows:

- *Extension of Leave of Absence without Pay for Educational Purposes*
- *Appointment of Audit Firm for FY09 Audit*
- *Endorsement of CIRP(s) Staff Recommendations:*
 - A. VA Tech Chesapeake Bay Program Point Source & Toxics Information Management/Data Analysis Support (no comment).
 - B. DEQ Environmental Impact Review – JMU Steam Plant Expansion (no comment).
 - C. DEQ Virginia Water Quality Management Planning-ARRA Stimulus (no comment).
 - D. DEQ FY10-FY11 Virginia Development of Wetland Permit Compliance & Community Outreach Tools (no comment).
 - E. DEQ Environmental Impact Review-Military & Leadership Field Training Grounds-North Post & McKethan Training Area, VMI (no comment).
 - F. DEQ Environmental Impact Review – STARS Elliott Knob, Va. Dept. of State Police (no comment).
 - G. DEQ ARRA Stimulus-State Revolving Loan Fund Capitalization Grant (endorse).

Treasurer's Report

Chairman Pyles presented for consideration the Treasurer's Report (attached to file minutes). Mr. Vaughn presented the Balance Sheet as of April 30, 2009 and Grant Expenditure Budget vs. Actual for July 2008 through April 2009. Mr. Vaughn moved, seconded by Mr. Fox, to approve the Treasurer's Report as presented. Motion was carried by unanimous vote.

Ms. Riedesel distributed copies of Budget Amendments #09-14 through #09-22 (attached to file minutes). Ms. Wise briefly reviewed the Amendments. Mr. Friedman moved, seconded by Mr. Burress, to approve Budget Amendments #09-14 through #09-22; and to authorize the Executive Director and Fiscal Officer to effect necessary budget adjustments and amendments as part of the FY09 closeout procedure, with the understanding that such amendments will be reviewed by the Treasurer and ratified by the Commission at a subsequent meeting. Motion carried unanimously. They are as follows:

- BA #09-14 #347 Regional CERT - To adjust for donations received during FY09 and not reflected in original budget (\$700).
- BA 09-15 #254 Transportation Planning - Project budgeted for FY09 to provide anticipated transportation planning services, but services were not required. No funds expended during fiscal year (\$52,935).
- BA 09-16 #278 Grottoes GIS Assistance - Project work requested by Grottoes but not funded in FY09 budget. This amendment lists the actual revenue and expenses of the completed work (\$2,082).
- BA 09-17 #274 Bath County Wireless Grant Address Verification – FY09 budget did not list funding for this phase of the Bath County project. (Previously Parcels and Customization sections of the grant were listed). Amendment based on funded amount (\$5,184).
- BA 09-18 #270 Broadway Planning Assistance. This amendment will bring the FY09 budget in alignment with the actual expenditures on this completed work-as-requested project (\$3,897).
- BA 09-19 #325 Bath/Highland Disability Services Board – To allow for spending of the FY08 carryover for spending in FY09 (\$1,300.17).
- BA 09-20 #310 SPARC Home Program – To align budgeted FY09 with actual received for down payment assistance. This amendment affects totally pass-through-funds (\$30,797).
- BA09-21 ARC Grant and Match – To redistribute ARC grant allocations as per actual utilization by localities. Total reallocated among accounts \$24,500.
- BA09-22 #249 Regional Bike/Ped Plan – This amendment is to align the actual amount of funds transferred over from #531 MPO support. Of the original \$6,000 MPO support budgeted, \$3,877 was expended directly from account #531 for tasks related to the Bike/Ped plan and the balance of \$2,123 transferred to #249.

Executive Director's Report (EDR #09-3)

Ms. Riedesel distributed copies and briefly reviewed the Executive Director's Report (attached to file minutes). She briefly highlighted the following:

- Economic Stimulus Funding. Staff continues to closely follow the American Recovery and Reinvestment Act (ARRA) of 2009 and disseminate information on potential funding opportunities and provide technical assistance to its member jurisdictions.
- Grants Resource Center. Staff will be developing a centralized grants center and resource guide for use by staff, member jurisdictions, and planning partners. The guide will list state and federal grant sources, eligibility criteria and requirements, application guidelines and deadlines.
- All Hazards Plan Update: Staff is in the process of updating the Region's All Hazards Mitigation Plan. The Plan identifies the natural hazards that make the region vulnerable and makes recommendations to lessen the impact of these hazards on communities. FEMA requires that plans be updated every 5 years in order for communities to be eligible to apply for federal disaster mitigation funds. The update is due February 2011.
- First-Time Homebuyer Program – Staff is preparing applications for funds through the Virginia Department of Housing and Community Development and the Virginia Housing Development Authority. This program offers low-interest mortgage financing, down payment and closing cost assistance to low and moderate income first-time homebuyers in our region.
- Recycling Report – CSPDC has completed the annual recycling report for Staunton, Augusta, and Waynesboro and submitted the report to DEQ.
- Foothills Geo-Caching Trail: CSPDC is assisting Rockbridge County in applying for funds to develop a geo-caching trail program in the Rockbridge-Buena Vista-Lexington area. Geocaching is a popular high-tech treasure hunt that draws visitors and residents to an area using the website

and a hand-held GPS unit to hide and seek containers called “caches”. To learn more about geocaching, go to: www.geocaching.com.

- Bath County 911 Center and Mapping Project: The CSPDC’s GIS department has just completed the 911 Center and Mapping Project with funds provided through VITA.
- CSPDC 40th Anniversary – Plans are underway to celebrate the CSPDC’s 40th anniversary in September 2009.
- Reported the following grants were awarded:
 - Goshen Water Improvement Project - \$700,000 (CDBG); \$1M (VDH)
 - Augusta Co - Stuarts Draft Sidewalk Project – \$298,000 (VDOT-TE)
 - Lexington/Rockbridge Courthouse Project – \$130,000 (VDOT-TE)
 - Rockbridge Area Wayfinding Project – \$50,000 (VDOT TE)
- Announced that the Virginia Association of Planning District Commission’s Summer Conference will be held July 30 to August 1, 2009. She said that if anyone was interested in attending or wanted additional information to please let her know.

Consideration of FY10 Commission Budget

Chairman Pyles presented for consideration the FY10 Commission Budget. Ms. Riedesel gave a detailed review on the FY10 Master Budget Request Spreadsheet and FY10 Proposed Budget (attached to file minutes). She noted that the Budget does not include a cost of living or merit increase. After discussion, Mr. Vaughn moved, seconded by Mr. Burrell, to approve the Budget Resolution adopting the FY10 Budget. Motion was carried by unanimous vote.

Consideration of Grant Applications

Chairman Pyles presented for consideration Grant Applications. Ms. Riedesel stated that the following grants were due June 26, 2009 and she was requesting authorization to apply for funding for: (1) Shenandoah Valley Project Impact Citizen Corps Council Grant Application for \$25,000; (2) Foothills Geo-Caching Trail Grant Application submitted on behalf of Rockbridge County for up to \$30,000; and (3) First Time Home Buyers Grant Application for \$333,000. Mr. Friedman moved, seconded by Mr. Baker, for endorsement and support of the three above described applications. Motion carried unanimously.

Update of ARRA Economic Stimulus

Ms. McCarty gave a brief update on the ARRA Economic Stimulus. She distributed copies of “Reinvesting in Virginia, What does the Federal Recovery Act hold for the Commonwealth;” and ARRA Funding Allocation Report, Central Shenandoah PDC Region. She noted that the status of the ARRA projects can be viewed by going to www.cspdc.org.

Consideration of CIRP(S) (BAF #09-15)

Chairman Pyles presented for consideration CIRPS. Mrs. Riedesel gave a brief review on the applications, noting that staff has reviewed the projects and recommends endorsement of the staff recommendations. She noted that she had just received a CIRP from the Virginia Department of Health for FY09 Drinking Water State Revolving Fund Program and recommended endorsement. Mr. Friedman moved, seconded by Mr. Vaughn, to endorse the staff recommendations. Motion carried unanimously. They are as follows:

- A. An application submitted by Bath County Airport Authority for Six-Year ACIP Update. Staff recommends endorsement of the project.
- B. An application submitted by Staunton Creative Community Fund to the USDA Rural Development Rural Business Enterprise Grant Program for \$98,000. Staff recommends ratifying the Executive Director's letter of endorsement.
- C. An application submitted by the Virginia Department of Transportation (VDOT) for Draft SPR Work Program for FY10. Staff recommends endorsement.
- D. An application submitted by the Virginia Department of Environmental Quality (DEQ) for 24th Year VA CZM Implementation. Staff recommends no comment.
- E. An application submitted by the Virginia Department of Environmental Quality (DEQ) for VADEQ Hazardous Substances Response FUDS (Formerly Used Defense Sites) for Federal funds in the amount of \$559,689. Staff recommends no comment.
- F. An application submitted by the Virginia Department of Environmental Quality (DEQ) for VADEQ Hazardous Substances Response PA/SI Investigations for Federal funds in the amount of \$765,638. Staff recommends no comment.
- G. An application submitted by the Virginia Department of Health for Drinking Water State Revolving Fund Program. Staff recommends endorsement.

Other Business

Staff members gave a brief report on project updates:

- Ms. Joyce reported on CERT/Disaster Education; the City of Staunton Downtown Floodproofing Project; Shenandoah Valley Project Impact; and the Central Shenandoah Total Maximum Daily Loads (TMDL) Project.
- Ms. Hibbert reported on the Richmond Road Multimodal Corridor Study Project,
- Ms. Terry reported on the Shenandoah and Upper James Water Supply Plans.
- Mr. Alexander reported on the various GIS mapping projects for several localities and the Bike-Ped Program.

Chairman Pyles expressed his appreciation for the staff's hard work and for the participation of the Commission members.

Mr. Dowrey inquired about the Commission's decision to rotate the Commission meetings around the district. He asked that staff look at who have not hosted a Commission meeting and make a proactive effort to meet there.

Adjournment

There being no further business to come before the Commission, Mr. Friedman moved, seconded by Mr. Vaughn, for adjournment at 8:30 p.m. Motion was carried by unanimous vote.

Respectfully submitted,

Rita F. Whitfield, Administrative Assistant

Approved:

Secretary



112 MacTanly Place, Staunton, VA 24401
540.885.5174 phone; 540.885.2687 fax; cspdc@cspdc.org

August 10, 2009

MEMO TO: CSPDC Board of Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: August 17, 2009 Commission Meeting

The Central Shenandoah Planning District Commission will hold a meeting on Monday, August 17, 2009, 7:00 p.m., at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia.

If you cannot attend this meeting, please call the Commission Office.

Dinner will be provided at 6:30 p.m.

***There will be a Short Meeting of the Executive Committee
after the Full Commission Meeting to Elect a Chairman***

AGENDA

1. Call to Order
2. Election of Executive Committee Board Members (BAF #09-17)
3. Introduction of New Member(s)
 - *Ms. Sharon Angle, City of Staunton*
 - *Mr. Jeremy Shifflett, Augusta County*
4. Minutes of June 15, 2009 Meeting
5. Reports
 - (A) Treasurer
 - (B) Chairman
 - (C) Executive Director (Executive Director's Report to be handed out at the meeting)
 - *Commission Meeting Schedule*
 - *40th Anniversary Open House*

6. Consideration of Budget Amendments 09-21A; 09-23; 09-24; 10-01 (BAF #09-19)
7. CIRPs (BAF #09-18)
 - A. DEQ SACA Atlantic Woods Remedial Action (RA 1,2,3)
 - B. Total Action Against Poverty (TAP) for USDA Rural Development Section 533 Housing Preservation Grant Program
 - C. Department of Health FY09 Drinking Water State Revolving Fund Program-Safe Drinking Water Act
 - D. Department of Health Safe Drinking Water Act –FY10 Public Water System Supervision Grant
 - E. DEQ ARRA Stimulus-VADEQ Leaking Underground Storage Tank Fund Program
 - F. DEQ FY09 State Revolving Loan Fund Capitalization Grant
 - G. DEQ Environmental Impact Review – James Madison University-Acquisition of 722 S. Main Street, Part 1 EIR
 - H. Highland Telephone Cooperative for a Rural Economic Development Loan for the Alleghany Highlands Agricultural Center
 - I. Rockbridge County Public Service Authority USDA Rural Development Loan Request
 - J. Rockbridge County CDBG Planning Grant for Regional Sustainability Center
8. Presentation on 40th Anniversary of Hurricane Camille
Rebecca Joyce, CSPDC Senior Planner
9. Other Business
10. Adjournment



112 MacTanly Place, Staunton, VA 24401
 540.885.5174 phone; 540.885.2687 fax; cspsc@cspsc.org

Minutes
Central Shenandoah
Planning District Commission Meeting
August 17, 2009, 7:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
	Richard Fox	✓	Carolyn Dull	✓	Bonnie Riedesel
✓	Jeremy Shifflett	✓	Sharon Angle	✓	Rebecca Joyce
✓	David Beyeler		Rockbridge County	✓	Jennifer Hibbert
✓	Kay Frye	✓	A. W. Buster Lewis	✓	Elizabeth McCarty
✓	Kimberly Bullerdick		Vacant	✓	Andrea Terry
	Bath County		Rockingham County	✓	Rita Whitfield
	Carol Hardbarger	✓	George Dowrey, III	✓	Robbie Huff
	City of Buena Vista	✓	Dee Floyd	✓	Sarah Dinnie
✓	Larry Tolley, Secretary		William Kyger, Jr.		
	City of Harrisonburg	✓	William Vaughn, Treasurer		
✓	Carolyn Frank	✓	Donald Delaughter		
✓	Richard Baugh		City of Waynesboro		
	Stacy Turner	✓	Nancy Dowdy, Vice Chair		
	Highland County		Kristopher Baker		
✓	Jerry Rexrode				
	City of Lexington				
✓	Frank Friedman				

Call To Order

The August 17, 2009, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Vice Chairperson Dowdy.

Election of Executive Committee Board Members (BAF #09-17)

Vice Chairperson Dowdy presented the Election of Executive Committee Board Members. Ms. Riedesel stated that two Board members need to be elected to serve on the Executive Committee filling the unexpired terms of Mr. Burress and Mr. Pyles, terms ending June 30, 2010. She distributed the ballot to each Board member. Ms. Riedesel noted that the Executive Committee consists of seven members, each from a different member political jurisdiction and briefly reviewed the Commission's Bylaws regarding the filling of a vacancy on the Executive Committee. She

stated that the results of the voting will be announced at the end of the Commission meeting. Ms. Riedesel announced that a brief meeting of the Executive Committee will be held immediately following the Full Commission meeting to elect a Chairman.

Introduction of New Board Members

Vice Chairperson Dowdy welcomed and introduced Ms. Sharon Angle, representing the City of Staunton; and Mr. Jeremy Shifflett, representing Augusta County.

Vice Chairperson Dowdy presented a plaque to Mr. Tracy Pyles in absentia for his outstanding leadership and notable service to the Planning District Commission and to the people of the District, shown during his term as Commissioner, representing Augusta County.

Minutes

Mr. Friedman moved, seconded by Mr. Floyd, to approve the minutes of the June 15, 2009 Commission meeting. Motion carried unanimously.

Treasurer's Report

Vice Chairperson Dowdy presented for consideration the Treasurer's Report (attached to file minutes). Mr. Vaughn presented the Balance Sheet as of June 30, 2009 and Grant Expenditure Budget vs. Actual for July 2008 through June 2009. Mr. Vaughn moved, seconded by Mr. Friedman, to approve the Treasurer's Report as presented. Motion was carried by unanimous vote.

Executive Director's Report (*EDR #09-4*)

Ms. Riedesel welcomed and introduced Sarah Dennie, a rising senior at James Madison University, who has been working for the Commission this summer. She noted that Ms. Dennie is working on a number of projects, helping develop a grant resource guide, and assisting planners with various planning projects.

Ms. Riedesel distributed copies and briefly reviewed the Executive Director's Report (attached to file minutes). She briefly highlighted the following:

- Announced that the Commission has recently received funding in the amount of \$38,000 through the Virginia Department of Rail and Public Transportation (DRPT) to implement a rideshare program in the region. Ms. Riedesel said the Commission will partner with the Thomas Jefferson PDC who has been operating a successful rideshare program since 1981.
- Announced that the Virginia Department of Mines, Minerals and Energy (DMME) has received \$60 million in Energy Block Grant Funds through the Federal stimulus program. She briefly reported on how the funds can be used.
- Noted that the Commission staff has been assisting the Rockbridge Area Broadband Authority in applying for Federal stimulus funds to provide broadband services to the vital components of the area. Ms. Riedesel stated that the proposal was submitted to Rural Development on August 14, 2009.

- Reported on the bicycle safety clinic that was held at the Sweet Dreams Festival in Stuarts Draft on July 25, 2009. Ms. Riedesel announced that private donations enabled the Bicycle and Pedestrian Committee to purchase and give away over 180 bicycle helmets at no cost to the public.
- Announced that the *2009 Facts and Figures* have been printed and are ready for distribution. Ms. Riedesel noted that the *Facts and Figures* can be found on the Commission's Regional Data Center website.
- Announced the following grants were written and submitted by Commission staff: Home DownPayment Assistance Program (DHCD) for \$333,000; VHDA SPARC Program (VHDA) for \$2,400,000; and Foothills Geocaching Program (ARC) for \$22,700.
- Announced that the 40th Anniversary Open House and Celebration has been scheduled for Monday, September 21, 2009 from 4:00-6:00 p.m., followed by a Commission meeting. Ms. Riedesel stated that the new website, logo and regional photo gallery will be unveiled.
- Announced that the summer edition of the CSPDC Quarterly Planner newsletter was published and distributed last week. Ms. Riedesel stated that the newsletter can also be viewed on the Commission's website under "What's New."

Ms. Riedesel reported on the Commission's meeting schedule. She stated that she was looking into the possibility of holding a Commission meeting in October and cancelling the scheduled November meeting. Several Commissioners stated that due to the annual Virginia Municipal League (VML) meeting to be held that same day, they would be unable to attend. Ms. Riedesel noted that she would look at other possible dates.

Budget Amendments 09-21A; 09-23; 09-24; 10-01 (BAF #09-19)

Vice Chairperson Dowdy presented for consideration Budget Amendments 09-21A; 09-23; 09-24; 10-01 (attached to file minutes). Ms. Riedesel briefly reviewed the Amendments. Mr. Vaughn moved, seconded by Mr. Beyeler, to approve the Budget Amendments as presented. Motion carried unanimously. They are as follows:

- BA 09-21A #420 ARC Accounts: Revises the proposed distribution on budget amendment 09-21 approved at the June 15, 2009 meeting. Total budgeted ARC funds remain the same (\$80,340).
- BA 09-23 #271 Rockingham-Harrisonburg Jail Study: The Project was budgeted for FY09 to provide an update on the Jail Study but was postponed so no funds are required.
- BA 09-24 #561 DRPT Long Range Planning: Adjust CSPDC budget to match the amount budgeted in the UPWP budget.
- BA 10-01 #256 Rideshare Program: Add new transportation grant to budget.

Vice Chairperson Dowdy expressed her appreciation to the staff for their hard work and for the improvements in the budget.

Consideration of CIRP(S) (BAF #09-18)

Vice Chairperson Dowdy presented for consideration CIRPS. Ms. Riedesel noted that staff has reviewed the projects and recommends endorsement of the staff recommendations. Questions were raised regarding the application submitted by DEQ for SACA Atlantic Woods Remedial Action; and the application submitted by Highland Telephone Cooperative for Alleghany Highlands Agricultural Center. Mr. Friedman moved, seconded by Mr. Beyeler, to endorse the staff recommendations. Motion carried unanimously. They are as follows:

- A. An application submitted by Virginia Department of Environmental Quality (DEQ) for SACA Atlantic Woods Remedial Action. DEQ has submitted an application for Federal funding assistance to fund Remedial Action (RA 1, 2, 3) activities at the Atlantic Woods Superfund site. This request seeks Federal funds in the amount of \$31,530 with a match requirement of \$3,503, with a project period from September 1, 2009 to December 31, 2011. Areas affected by the project are Portsmouth, Va. **Staff recommends waiving comment.**
- B. An application submitted by Total Action Against Poverty (TAP) for Housing Preservation Activities. The project is through the USDA Rural Development Section 533 Housing Preservation Grant program for a total funding of \$175,000 in the Counties of Rockbridge and Bath. Pending funding from Rural Development, homeowners residing in these project areas may be eligible for assistance to reduce the cost of repair and rehabilitation, to remove or correct safety hazards, or to make needed repairs to improve the general living conditions of the residents, including improved accessibility by persons with disabilities. **Staff recommends endorsement of the project.**
- C. An application submitted by the Department of Health, Office of Drinking Water, for Drinking Water State Revolving Fund Program – Safe Drinking Water Act. The project is for a total funding of \$10,407,600. Given the time constraint, the Executive Director prepared an administrative letter endorsing the project. **Staff recommends that this action be ratified.**
- D. An application submitted by the Virginia Department of Health, Office of Drinking Water, for Safe Drinking Water Act-FY10 Public Water System Supervision Grant. The project is for a total funding of \$2,703,467. Given the time constraint, the Executive Director prepared an administrative letter endorsing the project. **Staff recommends that this action be ratified.**
- E. An application submitted by the Virginia Department of Environmental Quality (DEQ) for ARRA Stimulus – VADEQ Leaking Underground Storage Tank Fund Program. The project is for a total funding of \$4,647,000. The proposal will enable Virginia to utilize supplemental Federal Leaking Underground Storage Tank trust funds for cleanup of federally regulated leaking underground storage tanks. Given the time constraint, the Executive Director prepared an administrative letter endorsing the project. **Staff recommends that this action be ratified.**
- F. An application submitted by the Virginia Department of Environmental Quality (DEQ) for State Revolving Loan Fund Capitalization Grant. Federal funds requested are \$13,926,231 with a match requirement of \$2,785,247. Virginia has the opportunity to fund clean water projects, for wastewater treatment improvements throughout the Commonwealth. This proposal plans to fund 24 projects to localities through

wastewater loans. Given the time constraint, the Executive Director prepared an administrative letter endorsing the project. **Staff recommends that this action be ratified.**

- G. An application submitted by the Virginia Department of Environmental Quality (DEQ) for an Environmental Impact Review (EIR). The EIR is for Acquisition-722 S. Main Street, Part 1EIQ, James Madison University. Plans are underway to expand JMU's enrollment to 20,000 students over the course of the next several years. In order to support those students, additional temporary housing for visiting faculty and guests, located in close proximity to the main campus, is needed. The two two-story brick-sided multi-unit apartment buildings, featuring four, two-bedroom apartments per building that are currently located on the subject site, will be maintained in their current state and utilized for temporary housing of University visitors. **Staff recommends waiving comment.**
- H. An application submitted by Highland Telephone Cooperative for a \$480,000 Rural Economic Development Loan for funds for the Alleghany Highlands Agricultural Center. The project will help construct a multi-purpose agricultural facility in Highland County. The funds will be used towards construction of building renovations. The project will initially create four permanent full-time jobs in the first year of operation and expand to six jobs with 40 months. This regional venture will support the farming communities in Highland and Bath, Virginia and Pendleton and Pocahontas, West Virginia. **Staff recommends endorsement of the project.**
- I. An application submitted by Rockbridge County Public Service Authority (RCPSA) for USDA Rural Development funding. RCPSA is seeking funding from USDA Rural Development to construct a 16" transmission water main to improve water system reliability and increase fill rates for their tanks for a total funding of \$2,733,381. In a study conducted by Anderson & Associates, the water study determined that the system is adequate to meet current normal flow needs but is limited in providing fire flow and is susceptible to large pressure fluctuations. The sanitary sewer study determined that the Deep Hole Pump Station is nearing the end of its useable life and will likely require replacement in the near future. In order to avoid further operating costs, it is recommended that a new gravity sewer be constructed downstream of the station. **Staff recommends endorsement of the project.**
- J. Rockbridge County CDBG Planning Grant for \$25,000 for Regional Sustainability Center. Rockbridge County is submitting a Planning Grant in the amount of \$25,000 for a feasibility study of the Old Natural Bridge High School for conversion to a business incubator center. **Staff recommends endorsement of the project.**

Presentation on 40th Anniversary of Hurricane Camille

Vice Chairperson Dowdy presented 40th Anniversary of Hurricane Camille. Ms. Joyce gave a PowerPoint presentation on Hurricane Camille and distributed copies of a flyer with information on Hurricane Camille, tropical storms, hurricanes and inland flooding (attached to file minutes). She noted that this year marks the 40th anniversary of Hurricane Camille, one of the most devastating hurricanes to make landfall in the United States. Ms. Joyce stated that in the Central Shenandoah Valley, Rockbridge County was severely impacted, particularly in the City of Buena Vista, Town of Glasgow, and the area along the South River, as well as the City of Waynesboro. She pointed out that more than 250 people died in the United States as a result of Hurricane

Camille. Ms. Joyce stated that Hurricane Camille broke all flooding records in modern history along the James and Maury Rivers.

Other Business

Upon a request by Ms. Riedesel, Mr. Rexrode and Mr. Vaughn gave a brief status report on wind farm projects in their areas.

Ms. Terry gave a PowerPoint presentation on the Mount Storm Wind Energy Facility located in Grant County, West Virginia. Discussion ensued regarding the benefits of a wind farm and the cost benefits.

Vice Chairperson Dowdy advised the Board that the votes for board members to fill the unexpired terms on the Executive Committee had been tabulated. She announced that Ms. Carolyn Dull, representing the City of Staunton, and Mr. Frank Friedman, representing the City of Lexington, will serve as the new Executive Committee members.

Adjournment

There being no further business to come before the Commission, Mr. Friedman moved, seconded by Mr. Rexrode, for adjournment at 8:05 p.m. Motion was carried by unanimous vote.

Respectfully submitted,

Rita F. Whitfield, Administrative Assistant

Approved:

Secretary



112 MacTanly Place, Staunton, VA 24401
540.885.5174 phone; 540.885.2687 fax; csfdc@csfdc.org

September 14, 2009

MEMO TO: CSPDC Board of Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: September 21, 2009 Commission Meeting

The Central Shenandoah Planning District Commission will hold a meeting on Monday, September 21, 2009, 7:00 p.m., at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia.

If you cannot attend this meeting, please call the Commission Office.

Sandwiches will be provided.

AGENDA

1. Call to Order
 - *Election Results from the August 17, 2009 Executive Committee Meeting:*
Chairperson: Nancy Dowdy
Vice Chairperson: Jerry Rexrode
2. Minutes of August 17, 2009 Meeting
3. Reports
 - (A) Treasurer
 - (B) Chairman
 - (C) Executive Director
4. VAPDC Remarks
 - *Coleman Speece, President, Virginia Association of Planning District Commissions (VADPC)*

5. Presentation on Stormwater Regulations
 - *Jim Echols, Virginia Department of Conservation & Recreation*
6. Consideration of Budget Amendments 10-02 and 10-3 (*BAF #09-21*)
7. CIRPs (*BAF #09-20*)
 - A. DEQ Water Quality Management Plan
8. Other Business
 - Next Commission Meeting, Wednesday, November 4, 2009
9. Adjournment



Central Shenandoah Planning District Commission

Minutes
Central Shenandoah
Planning District Commission Meeting
September 21, 2009, 7:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
	Richard Fox	✓	Carolyn Dull	✓	Bonnie Riedesel
✓	Jeremy Shifflett	✓	Sharon Angle	✓	Rebecca Joyce
✓	David Beyeler		Rockbridge County	✓	Jennifer Hibbert
✓	Kay Frye		A. W. Buster Lewis	✓	Elizabeth McCarty
	Kimberly Bullerdick		Vacant	✓	Andrea Terry
	Bath County		Rockingham County	✓	Rita Whitfield
	Carol Hardbarger	✓	George Dowrey, III	✓	Robbie Huff
	City of Buena Vista	✓	Dee Floyd	✓	Kathy Wise
	Larry Tolley, Secretary		William Kyger, Jr.		
	City of Harrisonburg	✓	William Vaughn, Treasurer		
	Carolyn Frank	✓	Donald Delaughter		
	Richard Baugh		City of Waynesboro		
✓	Stacy Turner	✓	Nancy Dowdy, Vice Chair		
	Highland County		Kristopher Baker		
	Jerry Rexrode				
	City of Lexington				
✓	Frank Friedman				

Call To Order

The September 21, 2009, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairperson Dowdy. She reported on the results of the election of officers at the August 17, 2009, Executive Committee meeting, noting that she was elected Chairperson and Jerry Rexrode was elected Vice Chairperson.

Minutes

Mr. Friedman moved, seconded by Mr. Floyd, to approve the minutes of the August 17, 2009 Commission meeting. Motion carried unanimously.

Treasurer's Report

Chairperson Dowdy presented for consideration the Treasurer's Report (attached to file minutes). Mr. Vaughn presented the Balance Sheet as of July 31, 2009 and Grant Expenditure Budget vs. Actual for July 2009. Mr. Beyeler moved, seconded by Mr. Friedman, to approve the Treasurer's Report as presented. Motion was carried by unanimous vote.

Chairman's Report

Under Chairman's Report, Ms. Dowdy stated that the results of the grand prize winners from the 40th Anniversary Open House will be announced at the end of the meeting.

Chairperson Dowdy read a letter from Ray Griffin, the former CSPDC Executive Director, expressing his regrets for being unable to attend the 40th Anniversary Open House. He extended his best wishes and congratulations to the Commission and staff for a "job well done."

Executive Director's Report (EDR #09-4)

Ms. Riedesel distributed copies and briefly reviewed the Executive Director's Report (attached to file minutes). She briefly highlighted the following:

- Reported that the Virginia Department of Mines, Minerals and Energy (DMME) has asked each of the Planning Districts in the state to assist them in working with the smaller (non-entitlement) communities to develop energy projects and apply for the funds provided through the Energy and Efficiency Community Block Grant program. She noted that approximately \$9M is available statewide for energy saving programs like weatherization of public buildings, implementation of alternative and renewable energy projects (solar and wind), development of workforce training programs for "green" jobs, and conducting energy audits for public buildings, etc. Ms. Riedesel stated that the Commission is working with a number of localities in the region by providing information, grant application review and coordination services. She noted that the due date for grants has not been set, but will more than likely be sometime in October.
- Reported that Commission staff continues to provide grant administration and project management services to the Town of Goshen for its Water System Improvement Project. Ms. Riedesel stated that with assistance from the Commission, the Town has secured \$2.6M in funding from Rural Development, Department of Health, and Department of Housing and Community Development to replace its deteriorating public water system that experienced a massive failure in 2007. She noted that bids for the construction have been advertised and are due in October.
- Reported that the Commission is assisting a number of localities in preparing grant applications for VDOT's Transportation Enhancement Grant Program and VDOT's Safe Routes to Schools (SRTS) Program. Ms. Riedesel noted that the grant applications for the Transportation Enhancement program are due December 1st and SRTS applications are due at the end of the year.

- Reported that 4,000 copies of the 2009 *Facts and Figures* have been printed and distributed throughout the region. Ms. Riedesel noted that the *Facts and Figures* publication includes a variety of economic and demographic information by sub-region as well as region-wide.
- Reported on the Foothills Geocaching Program (ARC) grant, noting that the grant was awarded for \$14,000.
- Reported on the Virginia Association of MPOs (VAMPO). Ms. Riedesel noted that the General Assembly passed HJR 756 which requests the 14 MPOs in the state organize and establish a Virginia Association of MPOs (VAMPO) in order to strengthen the state and regional partnership and to improve and stream the Virginia Transportation development process. She noted that the CSPDC, along with the other 13 PDCs that staff MPOs, have met to discuss the creation of an association and are working with their respective MPOs to develop a set of recommendations and report back to the General Assembly and Secretary of Transportation.
- Reported on State Budget Cuts for Planning District Commission's. Ms. Riedesel reported that Governor Kaine's 2010 Reduction Plan was released last week and one of the saving strategies in the Plan reduces pass-through funding for all PDCs by 10 percent. She noted that under this plan our budget estimate for FY10 will be reduced from \$77,720 to \$69,948.
- Announced that PDC staff will be attending a work session for state wind development teams on Thursday, September 24, 2009, in Roanoke. Upon a question by Ms. Dull regarding utilizing wind resources at the Augusta Correctional Center in Craigsville, Ms. Riedesel stated that Commission staff would look into this.

VAPDC Remarks

Chairperson Dowdy stated that due to scheduling conflicts, Mr. Coleman Speece, President of the Virginia Association of Planning District Commissions (VAPDC), was unable to be present.

Presentation on Stormwater Regulations

Ms. Riedesel introduced and welcomed Mr. Jim Echols, Virginia Department of Conservation and Recreation, who was present to speak on stormwater regulations. Mr. Echols presented a PowerPoint presentation on stormwater regulations and why erosion and sediment control regulations exist. He distributed copies of a handout regarding "What is Stormwater Runoff" and Why is So Much Attention Focused on Stormwater Runoff" (attached to file minutes).

Budget Amendments 10-02 and 10-03 (BAF #09-21)

Chairperson Dowdy presented for consideration Budget Amendments #10-02 and #10-03 (attached to file minutes). Ms. Wise briefly reviewed the Amendments. Mr. Friedman moved, seconded by Mr. Vaughn, to approve the Budget Amendments as presented. Motion carried unanimously. They are as follows:

- BA #09-02: Grottoes GIS Assistance – add new contract received for GIS services to the Commission’s budget.
- BA #09-03: EDA Grant Amendment – Update Commission’s budget to reflect amendment to the EDA grant for an additional \$10,189 in EDA funds and \$10,189 in matching funds.

Consideration of CIRP(s) (BAF #09-20)

Chairperson Dowdy presented for consideration CIRP(s). Ms. Riedesel stated that she had received two additional CIRPs and gave a brief description on each project. Mr. Friedman moved, seconded by Mr. Beyeler, to endorse the staff’s recommendations. Motion carried unanimously. They are as follows:

- A. An application submitted by the Virginia Department of Environmental Quality (DEQ) for Water Quality Management Plan in the amount of \$140,669. Staff recommends waiving review on this project as the project does not propose activities which will have direct or significant indirect impacts on the local jurisdictions within Planning District Six.
- B. An application submitted by the Elkton Volunteer Fire Company, Inc. for a Fire Company Building in the amount of \$2,400,000. Staff recommends endorsing the project for Federal funding.
- C. An Environmental Impact Review submitted by the Virginia Department of Environmental Quality (DEQ) for Replacement of Western State Hospital-Part I. The staff recommends waiving comment on the Environmental Impact Review due to lack of staff expertise in the technical area of this Environmental Impact Review and the time period for comments.

Other Business

Chairperson Dowdy announced that Mr. Jim Halasz was the grand prize winner for the Stonewall Jackson Hotel breakfast for two; and Ms. Sara Jordan was the winner for the tickets for two at the American Shakespeare Center. Ms. Riedesel noted that both organizations had provided the complimentary tickets at no cost to the Commission.

Chairperson Dowdy announced that the next Commission meeting will be held on Wednesday, November 4, 2009, at the Rockingham County Office Building and notices to this effect will be sent to everyone prior to the meeting. She also noted that the Christmas dinner meeting will be held at the Stonewall Jackson Hotel on Wednesday, December 2, 2009.

Adjournment

There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:00. Motion was carried by unanimous vote.

Respectfully submitted,

Rita F. Whitfield, Administrative Assistant

Approved:

Secretary



Central Shenandoah Planning District Commission

October 28, 2009

MEMO TO: CSPDC Board of Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: November 4, 2009 Commission Meeting

The Central Shenandoah Planning District Commission will hold a meeting on Wednesday, November 4, 2009, 7:00 p.m.

PLEASE NOTE LOCATION: the meeting will be held in the Rockingham County Administration Center, 20 East Gay Street, Harrisonburg, Virginia in the Community Development Department's Community Room.

If you cannot attend this meeting, please call the Commission Office.

**There will be a tour at 6:00 p.m. of the Rockingham County Office Building.
Dinner will be provided at 6:30 p.m.**

AGENDA

1. Call to Order
2. Welcome
 - *Joseph Paxton, Rockingham County Administrator*
3. Minutes of September 21, 2009 Meeting
4. Reports
 - (A) Treasurer
 - (B) Chairman
 - (C) Executive Director

5. Presentation – Economic Development in Rockingham County
 - *Billy Vaughn, Rockingham County Director of Community Development;*
 - *Joan Hollen, SVP Marketing Specialist*
6. Consideration of Resolution Authorizing Application and Support for Energy Efficiency and Conservation Block Grant (EECBG) for the Shenandoah Valley Regional Energy Efficiency Strategy
7. 2009-2010 Regional Strategic Initiatives (*BAF #09-25*)
 - *Elizabeth McCarty, CSPDC Economic Development Planner*
8. Budget Amendments (*BAF #09-24*)
9. CIRPs (*BAF #09-23*)
 - A. DEQ FY10 Blackwater Coastal Estuarine Land Conservation Program (CELCP)
 - B. DEQ FY10 Coastal Estuarine Land Conservation Program (CELCP) - Davis Tract
 - C. Buena Vista Rural Business Enterprise Grant (RBEG) Funds – Mariner Media
 - D. Town of Monterey Predevelopment Grant from Rural Development for Study on Water System
 - E. DEQ VADEQ VA Naturally MWEE Grant
 - F. DEQ VADEQ Section 128(a) State Response Grant
10. Other Business
 - Commissioner of the Year
 - Next Commission Meeting, Wednesday, December 2, 2009, Stonewall Jackson Hotel
11. Adjournment



Central Shenandoah Planning District Commission

Minutes
Central Shenandoah
Planning District Commission Meeting
Rockingham County Administration Center
20 East Gay Street, Harrisonburg, Virginia
November 4, 2009, 7:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
	Richard Fox	✓	Carolyn Dull	✓	Bonnie Riedesel
✓	Jeremy Shifflett	✓	Sharon Angle	✓	Rebecca Joyce
✓	David Beyeler		Rockbridge County	✓	Jennifer Hibbert
	Kay Frye		A. W. Buster Lewis	✓	Elizabeth McCarty
✓	Kimberly Bullerdick		Vacant	✓	Andrea Terry
	Bath County		Rockingham County	✓	Rita Whitfield
	Carol Hardbarger	✓	George Dowrey, III	✓	Robbie Huff
	City of Buena Vista	✓	Dee Floyd		
	Larry Tolley, Secretary		William Kyger, Jr.		Others
	City of Harrisonburg	✓	William Vaughn, Treasurer	✓	Fred Eberly, Rockingham Co.
✓	Carolyn Frank	✓	Donald Delaughter	✓	Joan Hollen, SVP
✓	Richard Baugh		City of Waynesboro	✓	Karl Magenhofer, WSAV Radio
	Stacy Turner		Nancy Dowdy, Vice Chair		
	Highland County		Kristopher Baker		
✓	Jerry Rexrode				
	City of Lexington				
	Frank Friedman				

Call To Order

The November 4 2009, Central Shenandoah Planning District Commission meeting was called to order at 6:50 p.m. by Vice Chairman Rexrode.

Welcome

Mr. Fred Eberly, Rockingham County Board of Supervisors Chairman, welcomed everyone to the Rockingham County Government Center. He expressed his appreciation for everyone attending and noted that the Commission's work was very important.

Minutes

Mr. Floyd moved, seconded by Ms. Bullerdick, to approve the minutes of the September 21, 2009 Commission meeting. Motion carried unanimously.

Treasurer's Report

Vice Chairman Rexrode presented for consideration the Treasurer's Report (attached to file minutes). Mr. Vaughn presented the Grant Expenditure Budget vs. Actual for July through September, 2009; and the Balance Sheet as of September 30, 2009. He suggested due to the amount of money in the general fund to move the money into a CD if possible. Mr. Beyeler moved, seconded by Mr. Shifflett, to approve the Treasurer's Report as presented. Motion was carried by unanimous vote.

Executive Director's Report (EDR #09-5)

Ms. Riedesel distributed copies and briefly reviewed the Executive Director's Report (attached to file minutes). She briefly highlighted the following:

1. Reported on Energy Grants. Ms. Riedesel reported that the CSPDC is assisting many localities in preparing grant applications for energy efficiency and conservation projects through the Virginia Department of Mines, Minerals and Energy (DMME). She noted that the grant applications are due November 6, 2009.
2. Reported on the First-Time Homebuyers Program. Ms. Riedesel stated that a total of \$2.8 million in funds to administer a first-time homebuyers program in the region has been received by the Virginia Housing Development Authority (VHDA) and the Virginia Department of Housing and Community Development (DHCD). These funds provide low-interest mortgage financing and down payment assistance to eligible first-time homebuyers. She noted that last year's funding allowed the PDC to serve over 30 homebuyers in the region. Upon questions by Mr. Delaughter regarding the program, Ms. Riedesel stated that she would forward him a brochure with additional information on the program.
3. Reported on the Rideshare Program that was officially kicked-off on October 15th at the Park and Ride Lot in Waynesboro. Ms. Riedesel noted that this program, co-sponsored with the Thomas Jefferson Planning District Commission, encourages commuters to car-pool and use alternative modes of transportation like transit to reduce traffic congestion and save money.
4. Reported on the All-Hazards Mitigation Plan. Ms. Riedesel stated that the CSPDC is applying for FEMA funds to assist with the five-year update of the Central Shenandoah Region All-Hazards Mitigation Plan. She noted that localities are required to have a plan in place in order to receive certain FEMA funds.
5. Reported on the CEDS/Strategic Initiatives. Ms. Riedesel noted that the CSPDC is in the process of updating its annual Comprehensive Economic Development Strategy (CEDS) report

and Key Strategic Initiatives. This process, jointly sponsored by the Shenandoah Valley Partnership (SVP), establishes economic development goals and objectives for the region and is a requirement of the EDA-funded program.

6. Reported on the Goshen Water System Improvement Project. Ms. Riedesel reported that the CSPDC staff continues to provide grant administration and project management services to the Town of Goshen for its Water System Improvement Project.
7. Reported on Rural Transportation Planning. Ms. Riedesel noted that the CSPDC is assisting a number of localities in preparing grant applications for VDOT's Transportation Enhancement Grant Program and VDOT's Safe Routes to Schools (SRTS) Program. Grant applications for the Transportation Enhancement program are due December 1st and SRTS applications are due at the end of the year. Ms. Riedesel stated that the three SRTS projects under development include Ware Elementary/Shelburne Middle Schools in Staunton, the Plains Elementary School in Timberville, and Mountain View Elementary School in Rockingham County.
8. Reported that the CSPDC will unveil its "new and improved" website in mid-November. Additionally, the fall edition of the CSPDC Quarterly Planner will be published and distributed this month.
9. Reported on The Dream-It Do-It campaign that was launched in the Shenandoah Valley last month as part of a statewide initiative by the Virginia Manufacturers Association to dispel the negative perception of skilled trades in the Valley.

Ms. Riedesel reported that the Department of Energy (DOE) announced that \$450 million is available for energy projects, of which \$64 million is available for local governments. She related that Johnson Controls, a private ESCO (Energy Service Company), has asked the Commission to partner with them on the grant application and project to DOE. Ms. Riedesel stated that ESCO has agreed to provide the technical expertise and assistance with the grant application process. She noted that performance contracting methods entail an energy audit at no cost to the customer with the repayment for services paid through energy savings over a period of time. Ms. Riedesel noted that localities must be willing to take on outside debt and finance the project through a guaranteed energy savings performance contract. She stated that the grant applications are due on December 14, 2009. Discussion ensued regarding whether the localities would be interested in pursuing such a grant and matching requirements. It was the consensus of the members present for the staff to submit additional information regarding the project to the localities for comments and to report back at the December meeting.

Ms. Riedesel stated that at the December 2, 2009 Commission meeting, the FY11 local assessment rate will be discussed. Mr. Vaughn suggested the Executive Committee hold a special meeting prior to the December Commission meeting to review the local assessment rate.

Presentation on Economic Development in Rockingham County

Ms. Riedesel welcomed and introduced Ms. Joan Hollen, Marketing Specialist, Shenandoah Valley Partnership. Ms. Hollen presented a PowerPoint presentation on economic development activities in the Harrisonburg-Rockingham area.

Resolution Authorizing Application and Support for Energy Efficiency and Conservation Block Grant (EECBG) for the Shenandoah Valley Regional Energy Efficiency Strategy

Vice Chairman Rexrode presented for consideration a Resolution Authorizing Application and Support for Energy Efficiency and Conservation Block Grant (EECBG) for the Shenandoah Valley Regional Energy Efficiency Strategy. Ms. Riedesel gave a brief review on the Project. She noted that the Virginia Department of Mines, Minerals and Energy is seeking grant applications from local governments and public entities through the state Energy Efficiency and Conservation Block Grant Program. Ms. Riedesel stated that the purpose of the EECBG program is to assist eligible entities in creating and implementing energy-saving measures and strategies. Mr. Beyeler moved, seconded by Mr. Dowrey, to endorse and support the Resolution authorizing application and support for EECBG for the Shenandoah Valley Regional Energy Efficiency Strategy. Motion carried unanimously.

Key Regional Strategic Initiatives for 2009-2010 (BAF #09-25)

Vice Chairman Rexrode presented for consideration the Key Regional Strategic Initiatives (KRSI) for 2009-2010. Ms. McCarty gave a brief review on the Strategic Initiatives, explaining that the KRSIs are jointly sponsored by the CSPDC and the Shenandoah Valley Partnership. She pointed out that the Strategic Initiatives have been endorsed by over 70 organizations in the Valley, including all ten local governments. Ms. McCarty stated that 11 responses had been received this year and reviewed the two recommended changes. Mr. Vaughn moved, seconded by Mr. Baugh, to approve the 2009-2010 Regional Strategic Initiatives as presented in Attachment I (attached to file minutes). Motion was carried by unanimous vote.

Budget Amendments 10-02 and 10-03 (BAF #09-24)

Vice Chairman Rexrode presented for consideration Budget Amendments #10-04, #10-5, #10-06, and #10-07 (attached to file minutes). Ms. Riedesel noted that on BA #10-05, the "Adjustment" total should be \$3,032. Mr. Vaughn moved, seconded by Mr. Dowrey, to approve the Budget Amendments with the correction to BA #10-05. Motion carried unanimously. They are as follows:

- BA #10-04 - Regional Bike/Pedestrian Plan: The purpose of this amendment is to update the budget to reflect donations received and payments applied from the ARC account.
- BA #10-05 - Disaster Education/CERT: The purpose of this amendment is to update the budget to reflect jurisdiction payments applied from the ARC account and a donation received.
- BA #10-06 - Revenues and #110 General Administration Expenses: This amendment is made to update the budget to reflect the purchase of a new copier and the funds transferred to cover the cost.

- BA #10-07 - Revenues and #120 Local Planning and Program Expenses: This amendment will update the budget to reflect the 10% reduction in DHCD state operating assistance and an increase in SPARC Commission fees received from prior year's contracts.

Consideration of CIRP(s) (BAF #09-20)

Vice Chairman Rexrode presented for consideration CIRP(s). Ms. Riedesel briefly reviewed the CIRPs. Mr. Floyd moved, seconded by Ms. Frank, to endorse the staff's recommendations. Motion carried unanimously. They are as follows:

- A. An application submitted by Virginia Department of Environmental Quality (DEQ) for FY10 Blackwater Coastal Estuarine Land Conservation Program (CELCP). Staff recommends to waive review on this project as the project does not propose activities which will have direct or significant indirect impacts on the local jurisdictions within Planning District Six.
- B. An application submitted by Virginia Department of Environmental Quality (DEQ) for FY10 Coastal Estuarine Land Conservation Program (CELCP) – Davis Tract. Staff recommends to waive review on this project as the project does not propose activities which will have direct or significant indirect impacts on the local jurisdictions within Planning District Six.
- C. Buena Vista Rural Business Enterprise Grant Program (RBEG). The Rural Business-Cooperative Service (RBS) has received a request from the City of Buena Vista to disperse RBEG money on an application for Mariner Media. The proposed small business loan, in the amount of \$15,000, is for the existing business located at 131 West 21st Street in Buena Vista, Virginia. Mariner Media is a full service, strategically creative advertising agency serving regional, national and international clients. The application indicates that six, full-time jobs will be retained by the business with this financial assistance. Staff recommends endorsement of the project.
- D. Town of Monterey Predevelopment Grant from Rural Development for Study on Monterey's Water System. The Town of Monterey has submitted a predevelopment grant to do a study on their water system for a grant request of \$8,250. Given the time constraint, the Executive Director prepared an administrative letter of support and approval, to be confirmed by the Commission at its next meeting. It is recommended that this action to endorse the project be ratified.
- E. An application submitted by the Virginia Department of Environmental Quality (DEQ) for VADEQ VA Naturally Meaningful Watershed Education Experience (MWEE) Grant. This proposal will address challenges due to staff turnover and increased work loads among Virginia partners by reinvigorating and strengthening the process for delivering professional development to community-based watershed educators. The total amount requested is \$355,771.00. Staff recommends endorsement of the project.
- F. An application submitted by the Virginia Department of Environmental Quality (DEQ) for VADEQ Section 128(a) State Response Grant. This application seeks Federal funds

to survey and inventory of brownfield sites in the state, oversight and enforcement activities to use mechanisms and resources to provide meaningful opportunities for public participation and to determine mechanisms for approval of a cleanup plan and verification and certification that cleanup is complete. Federal funds in the amount of \$355,300 are being requested. No state match contribution is required. Staff recommends endorsement of the project.

Other Business

Ms. Riedesel stated that the Central Shenandoah Planning District Commission will again sponsor its Annual Planning Commissioner of the Year Award. She noted that this award is designed to recognize the most outstanding local Planning Commission member of all of the 21 Planning Commissions. Ms. Riedesel stated that letters had been submitted to the jurisdictions requesting nominations.

Ms. Riedesel announced that the Commission's Christmas dinner meeting will be held at the Stonewall Jackson Hotel and Conference Center in Staunton on Wednesday, December 2, 2009. She stated that notices will be sent out this week and the materials for the meeting will be submitted prior to the meeting. Upon request, she stated that directions to the Stonewall Jackson Hotel and Conference Center will be sent with the agenda and materials.

Adjournment

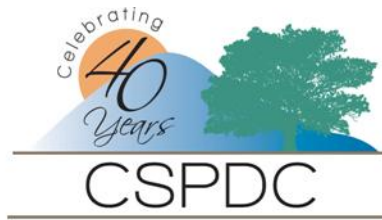
There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:10 p.m. Motion was carried by unanimous vote.

Respectfully submitted,

Rita F. Whitfield, Administrative Assistant

Approved:

Secretary



Central Shenandoah Planning District Commission

November 23, 2009

MEMO TO: CSPDC Board of Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: December 2, 2009 Commission Meeting

The Central Shenandoah Planning District Commission will hold its Christmas Dinner Meeting, Wednesday, December 2, 2009, 6:00 p.m., at the Stonewall Jackson Hotel & Conference Center, Staunton, Virginia (map attached).

AGENDA

1. Call to Order
2. Minutes of November 4, 2009 Meeting
3. Reports
 - (A) Treasurer
 - (B) Chairman
 - (C) Executive Director
4. Consideration of 2011 Annual Member Assessment Rate
5. Consideration of Transportation Enhancement Grants
 - Harrisonburg Downtown Streetscape, Phase II
 - Virginia Military Institute Chessie Trail Pedestrian Bridge
 - Randolph Street Courthouse Utility Relocation Project – Lexington
 - Rockbridge County Wayfinding Signage Program
 - Dayton Streetscape Program
 - Augusta County Scholastic Way

6. CIRPs (BAF #09-27)
 - A. CSPDC Application for 2010 ARC Grant
 - B. CSPDC Application for 2010 EDA Grant
7. Meeting Schedule for 2010 (BAF #09-26)
8. Other Business
9. Adjournment



Central Shenandoah Planning District Commission

Minutes
Central Shenandoah
Planning District Commission Meeting
Stonewall Jackson Hotel & Conference Center, Staunton, VA
December 2, 2009, 7:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
	Richard Fox	✓	Carolyn Dull	✓	Bonnie Riedesel
✓	Jeremy Shifflett		Sharon Angle	✓	Rebecca Joyce
✓	David Beyeler		Rockbridge County	✓	Jennifer Hibbert
✓	Kay Frye	✓	A. W. Buster Lewis	✓	Elizabeth McCarty
✓	Kimberly Bullerdick		Vacant	✓	Andrea Terry
	Bath County		Rockingham County	✓	Rita Whitfield
	Carol Hardbarger	✓	George Dowrey, III	✓	Robbie Huff
	City of Buena Vista	✓	Dee Floyd	✓	Russell Potter
	Larry Tolley, Secretary		William Kyger, Jr.		
	City of Harrisonburg		William Vaughn, Treasurer		Other
✓	Carolyn Frank	✓	Donald Delaughter	✓	Dorothy Rosen
✓	Richard Baugh		City of Waynesboro		
✓	Stacy Turner	✓	Nancy Dowdy, Chairperson		
	Highland County		Kristopher Baker		
✓	Jerry Rexrode, Vice Chair				
	City of Lexington				
✓	Frank Friedman				

Call To Order

The December 2, 2009, Central Shenandoah Planning District Commission meeting was called to order at 6:03 p.m. by Chairperson Dowdy. She welcomed and thanked everyone for attending.

Minutes

Mr. Friedman moved, seconded by Mr. Floyd, to approve the minutes of the November 4, 2009 Commission meeting. Motion carried unanimously.

Treasurer's Report

Chairperson Dowdy presented for consideration the Treasurer's Report (attached to file minutes). Ms. Wise presented the Balance Sheet as of October 31, 2009, and Grant Expenditure Budget vs. Actual, July through October 2009. In response to a question by Mr. Beyeler regarding the amount of funds in general checking that could be moved to a savings account or CD, Chairperson Dowdy responded that the Executive Committee is currently reviewing this and trying to find the best interest rates and terms. Mr. Beyeler moved, seconded by Mr. Friedman, to approve the Treasurer's Report as presented. Motion was carried by unanimous vote.

Executive Director's Report (EDR #09-7)

Ms. Riedesel distributed copies and briefly reviewed the Executive Director's Report (attached to file minutes). She briefly highlighted the following:

- Reported that the Commission assisted many localities in preparing grant applications for energy efficiency and conservation projects through the Virginia Department of Mines, Minerals and Energy (DMME). In addition, the PDC prepared a regional grant application on behalf of all its localities for a project to conduct energy audits of public buildings and implement energy saving measures at these sites. Ms. Riedesel presented a list of grants that were submitted on November 6, 2009:
- Reported that the Commission is partnering with JMU's Valley 25 X 25 to apply for federal grant funds through the U. S. Department of Energy for energy projects as part of the American Recovery and Reinvestment Act. Ms. Riedesel stated that based on survey responses received from localities, the project area of greatest interest is a regional project to provide energy audits of public buildings and facilities and implementation of energy efficiency measures of these buildings including schools and community centers. She noted that an environmental education component will also be included as part of the project. Ms. Riedesel stated that the estimated cost is \$1.6M and applications are due December 14, 2009.
- Reported that the Commission assisted a number of localities in preparing grant applications for VDOT's Transportation Enhancement Grant Program and VDOT's Safe Routes to Schools (SRTS) Program. Ms. Riedesel stated that grant applications for the Transportation Enhancement program were due December 1st and Travel Plans for the SRTS were due on November 27, 2009. She presented a list of grant applications and travel plans that the Commission worked on.
- Announced that the Commission's new website went live on November 20, 2009. The new website can be found at www.cspdc.org.
- Presented a report that lists the new investments in the Region from FY'06 through FY'09. Ms. Riedesel noted that more than \$30 million dollars has come into the Region through the cooperative efforts of the Commission in the areas of environmental and disaster mitigation, housing, economic development, transportation and public infrastructure. She stated that this amounts to \$64 for every \$1 in member assessments.

Mr. Dowrey commended Ms. Riedesel on this report, noting that the Commission should consider raising the local assessment rate. Mr. Friedman echoed Mr. Dowrey's remarks, encouraging everyone to go back to their member jurisdictions and point out that the Commission is not an "expense," but an "investment." Moreover, he encouraged everyone to support the proposed FY11 local assessment rate adjustment.

Chairperson Dowdy stated that she concurred with Mr. Friedman's comments and noted that the Executive Committee had discussed the assessment rate adjustment at great length at their last meeting and how to present to their respective Councils and Boards.

FY11 Annual Member Assessment Rate

Chairperson Dowdy presented for consideration FY11 Annual Member Assessment Rate. Ms. Riedesel reviewed and distributed copies of BAF #09-29, FY11 Local Assessment Rate and Grants Written in FY09 and FY10 (attached to file minutes). She stated that the Commission is the largest planning district in the state geographically and the 5th largest in population; and the Commission serves more jurisdictions than any other planning district in the state. Ms. Riedesel noted that this past fiscal year, with budget cuts and staff reductions at the local level, the Commission has seen an increase in the number of requests for planning services, technical assistance, and grant writing services. She stated that this adjustment in the Commission's budget for fiscal year FY11 will ensure that the Commission has the staff resources to respond effectively and efficiently to the needs of our local governments when called upon. Ms. Riedesel noted that the Executive Committee was in agreement that the Commission approve the locality assessment for FY11 with the fiscal year adjustment to ensure that this adjustment will be enough to make sure the Commission has the staff resources that can meet the needs of the localities and meet current and future grant matching requirements.

Ms. Dull voiced her support and commended the staff's work on the materials presented in support of the proposed adjustment.

Upon recommendation of the Executive Committee, Mr. Friedman moved, seconded by Mr. Lewis, to approve the proposed locality assessment for FY11 with fiscal year adjustment. Motion carried unanimously.

Transportation Enhancement Grants

Chairperson Dowdy presented for consideration Transportation Enhancement Grants. Ms. Hibbert gave a brief review on the grants. She noted that the following grants were submitted to the Virginia Department of Transportation on December 1, 2009:

- Harrisonburg Downtown Streetscape, Phase II
- Virginia Military Institute Chessie Trail Pedestrian Bridge
- Randolph Street Courthouse Utility Relocation Project – Lexington
- Rockbridge County Wayfinding Signage Program
- Dayton Streetscape Program
- Augusta County Scholastic Way

Commonwealth Intergovernmental Review Process (CIRPS)

Chairperson Dowdy presented for consideration CIRPS. Mrs. Riedesel gave a brief review on the applications, noting that staff has reviewed the projects and recommends endorsement of the projects. She reviewed and distributed copies of two additional CIRP applications submitted by the Department of Environmental Quality and Interstate Commission on the Potomac River Basin. Mr. Friedman moved, seconded by Mr. Dowrey, to endorse the four CIRPS. Motion was carried by unanimous vote. They are as follows:

- A. CSPDC Application for 2010 ARC Funds. Application filed for level funding, or \$40,192 ARC funding, or a \$80,384 program year. Major work elements include planning and technical assistance to the ARC eligible communities of Bath, Highland and Rockbridge counties, Buena Vista and Lexington and the towns of Goshen, Glasgow and Monterey.
- B. CSPDC Application for 2010 EDA Funds. Application filed for level funding, or \$60,000 EDA funding, for a \$120,000 program year. Major work elements include comprehensive updating of the Comprehensive Economic Development Strategy, maintenance and updating the Regional Data Center, development of various economic development related statistical reports, etc.
- C. Environmental Impact Review: New CISAT A3B-Academic Building, James Madison University. The Department of Environmental Quality has submitted an Environmental Impact Review for James Madison University for a proposed academic building to be built on the eastern portion of the James Madison University campus along Carrier Drive in Harrisonburg. The anticipated start date for construction is October 2010 with the goal to complete construction by May 2012. The construction budget is \$32,261,400.
- D. Interstate Commission on the Potomac River Basin (ICPRB). The ICPRB has submitted an application for a Section 106 grant, for a project titled "Potomac Basin Water Quality Improvement." The amount requested from the Environmental Protection Agency is \$617,600.

Meeting Schedule for 2010 (BAF #09-26)

Chairperson Dowdy presented the Meeting Schedule for 2010. Ms. Riedesel noted that the Commission will continue rotating their meetings around the District. She stated the Commission has been invited to Highland County in the summer. Mr. Beyeler moved, seconded by Mr. Friedman, to approve the 2010 Meeting Schedule as presented. Motion carried unanimously.

Other Business

Under Other Business, Ms. Riedesel stated that the 2010 Project Impact Calendars are now available and would be distributed after the dinner.

Chairperson Dowdy announced that Mr. Daniel Talbot, Town of Elkton Planning Commission, was the recipient of the 2009 Planning Commissioner of the Year award. She stated that he will be presented the award at the dinner immediately following the meeting.

Adjournment

There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 6:36 p.m. Motion was carried by unanimous vote.

Respectfully submitted,

Rita F. Whitfield, Administrative Assistant

Approved:

Secretary