



Central Shenandoah Planning District Commission

January 25, 2010

MEMO TO: CSPDC Board of Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: February 1, 2010 Commission Meeting

The Central Shenandoah Planning District Commission will hold its meeting on Monday, February 1, 2010, 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. Minutes of December 2, 2009 Meeting
3. Recognition of Dale Cobb, Augusta County Director of Planning
4. Reports
 - (A) Chairperson
 - (B) Executive Director
 - (C) Treasurer

5. Consideration of FY09 Audit Report
 - *James Kelly, Robinson, Farmer Cox Associates*
6. Consideration of CDBG Regional Priorities (*BAF #10-2*)
7. Consideration of Citizen Corps Grant Resolution (*BAF #10-3*)
8. Consideration of Budget Amendments (*BAF #10-4*)
9. CIRPs (*BAF #10-1*)
 - A. Valley Program for Aging Services, Inc. (VPAS) FTA Section 5310 Program to Purchase Transportation Equipment
 - B. Department of Environmental Quality (DEQ) Environmental Impact Review Replacement of Western State Hospital, Part 2 EIR
10. Other Business
 - Project Updates
11. Adjournment



Central Shenandoah Planning District Commission

Minutes
Central Shenandoah
Planning District Commission Meeting
112 MacTanly Place, Staunton, Virginia
February 1, 2010, 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. | | Others |
| | City of Harrisonburg | ✓ | William Vaughn, Treasurer | ✓ | Jennifer Vass, Robinson Farmer Cox & Associates |
| ✓ | Carolyn Frank | ✓ | Donald Delaughter | | |
| ✓ | 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 February 1, 2010, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairperson Dowdy.

Minutes

Chairperson Dowdy presented for consideration the minutes from the December 2, 2009, Commission meeting. Mr. Baugh and Ms. Frank noted that they attended the dinner and not the meeting. Chairperson Dowdy explained that she considered the dinner as part of the meeting. Mr. Beyeler moved, seconded by Mr. Friedman, to approve the minutes of the December 2, 2009, Commission meeting as presented. Due to being absent at the December 2, 2009 meeting, Mr. Tolley abstained. Motion carried.

Recognition of Dale Cobb

Mr. Beyeler presented a plaque to Mr. Dale Cobb, who is retiring as the Director of Planning for Augusta County, for his outstanding leadership and notable service to Augusta County and the Region. Mr. Beyeler moved, seconded by Mr. Vaughn, to approve the plaque to be presented to Mr. Cobb. Motion was carried by unanimous vote. Mr. Beyeler ask Mr. Riedesel to present the plaque to Mr. Cobb at the next Augusta County Board of Supervisors meeting.

Treasurer's Report

Chairperson Dowdy presented for consideration the Treasurer's Report (attached to file minutes). Mr. Vaughn presented the Grant Expenditure Budget vs. Actual for July through December, 2009; and the Balance Sheet as of December 31, 2009. He noted that the Executive Committee was looking into the best rates available to transfer Commission funds into a CD or savings account. Mr. Vaughn moved, seconded by Ms. Frank, to approve the Treasurer's Report as presented. Motion carried unanimously.

Chairman's Report

Under Chairperson's Report, Chairperson Dowdy thanked everyone for attending the meeting. She expressed her appreciation to the staff for the wonderful Christmas event that was held at the Stonewall Jackson Hotel in December. Chairperson Dowdy also thanked everyone for the wonderful job they did last year and was looking forward to an exciting upcoming year.

Executive Director's Report (EDR #10-1)

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

- A spreadsheet list of 2009 Grant applications that were written and submitted by the localities with the help of Commission staff (attached to file minutes). She noted that one of the most important services the CSPDC provides to its local jurisdictions is in the area of grant writing and identification of funding opportunities. Ms. Riedesel stated that 50 grants were written and submitted totaling over \$25 million in funding. Mr. Friedman suggested that the list of 2009 grant applications be submitted to each jurisdiction.
- Welcomed and introduced Monica Plecker, an intern from James Madison University, who is currently working at the Commission in assisting the planners with various projects.
- Status of Energy Grants. She noted that in November, ten grant applications from the region for energy efficiency projects were submitted to the Virginia Department of Mines, Minerals and Energy. Ms. Riedesel stated that she hoped to hear a decision on the grants in the spring.
- VAPDC Winter Conference. She noted that the Virginia Association of Planning District Commissions will hold its winter conference in Richmond on February 17-18, 2010. Ms. Riedesel stated that Delegates, elected officials, and Commissioners have been invited.

Executive Committee Report

Chairperson Dowdy reported on the Executive Committee meeting, held prior to the Full Commission meeting. She stated that at the last Commission meeting, the proposed locality assessment for FY11 with fiscal year adjustment was unanimously approved. Chairperson Dowdy stated that the Executive Committee revisited the FY11 local assessment rate due to the Commission receiving some feedback by some jurisdictions. She reported that it was the consensus of the Executive Committee to request that each Commission member take on the responsibility of going back to their respective jurisdiction and advocating for the assessment rate increase, noting the importance of this for the Commission.

Chairperson Dowdy touched on some of the highlights the Executive Committee had discussed at their meeting for the importance of the rate and the importance of the Commission to each locality. She stated that she will be submitting a letter to each jurisdiction on behalf of the Commission asking for their support for the local assessment rate increase.

Mr. Friedman emphasized as he had in December for Commission members to go back to their respective Boards and Councils and point out that the Commission is not an “expense,” but an “investment.” Moreover, he encouraged everyone to be an advocate for the proposed FY11 local assessment rate adjustment to their respective Boards and Councils. He explained that he had done this with his own City Council.

Chairperson Dowdy stated that she and/or Ms. Riedesel will be glad to attend any Board or Council meetings upon request to answer questions regarding the local assessment rate.

Mr. Friedman stated that the Executive Committee is continuing to look into the Virginia Retirement System (VRS) for Commission employees. Chairperson Dowdy noted that the Executive Committee will be setting up a meeting with staff and representatives from VRS and will report back with its findings.

Consideration of FY09 Audit Report

Chairperson Dowdy presented for consideration FY09 Audit Report. Ms. Riedesel welcomed and introduced Ms. Jennifer Vess, Auditor for Robinson, Farmer, Cox Associates. Ms. Vess gave a brief review on the Audit, noting that the audit includes an unqualified opinion, which is excellent. Mr. Lewis moved, seconded by Mr. Vaughn, to accept the Central Shenandoah Planning District Commission’s FY09 Audit Reports as presented. Motion was carried by unanimous vote.

Consideration of CDBG Regional Priorities (BAF #10-2)

Chairperson Dowdy presented for consideration CDBG Regional Priorities. Ms. 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 the Virginia Department of Housing and Community Development. 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 and provide bonus points during the selection process. Mrs. Riedesel stated that Commission

staff has coordinated with the localities and has prepared a list for the Board's consideration and approval. She distributed copies of a new ranking worksheet, noting that several jurisdictions had submitted proposals after the list had been mailed, thus requiring a new ranking (attached to minutes). Ms. Riedesel noted that the submission deadline for the priority list is March 16, 2010 and CDBG grant applications are due on March 31, 2010. Mr. Friedman moved, seconded by Ms. Frye, to approve the 2010 Community Development Block Grant Regional Priorities as presented. Motion carried unanimously.

Consideration of Citizen Corps Grant Resolution (BAF #10-3)

Chairperson Dowdy presented for consideration Citizen Corps Grant Resolution (attached to file minutes). Ms. Joyce gave a brief description on the project, noting that the Commission has received a State Homeland Security Program Grant in the amount of \$20,000 to fund activities through the CSPDC's disaster preparedness and mitigation program, Shenandoah Valley Project Impact. She noted that in order to receive the grant funds, a resolution allowing staff members of the CSPDC authority to implement and administer the grant needed to be approved. Ms. Angle moved, seconded by Ms. Dull, to approve the Citizen Corps Grant Resolution. Motion was carried by unanimous vote.

Consideration of Rideshare Program Resolution

Chairperson Dowdy presented for consideration Rideshare Program Resolution. Ms. Joyce gave a brief description on the project, noting that the Commission is applying for a Virginia Department of Rail and Public Transportation (DRPT) grant through the TDM/Commuter Assistance Program to continue a Rideshare Program in this region. She noted that the total budget for the program is \$47,500 with a match request. Ms. Joyce noted that in order to complete the Rideshare application, a resolution of support must be approved from the Commission. Mr. Beyeler moved, seconded by Mr. Dowrey, to approve the Rideshare program Resolution. Motion carried unanimously.

Consideration of Budget Amendments (BAF #10-4)

Chairman Dowdy presented for consideration Budget Amendments #10-08 through #10-10 (attached to file minutes). Ms. Wise gave a brief description on the Amendments. Mr. Friedman moved, seconded by Mr. Vaughn, to approve Budget Amendments #10-8 through #10-10. Motion was carried by unanimous vote. They are as follows:

- BA 10-08 #345 Citizens Corps Program - The purpose of this amendment is to update the budget to reflect the actual grant carryover to FY10 budget.
- BA 10-09 #252 Richmond Road - The purpose of this amendment is to update the budget to reflect the actual grant carryover to FY10 budget.
- BA 10-10 #500 HRMPO Revenues and Expenses - This amendment is to update the budget to match the HRMPO revised budget per HRMPO budget amendment passed 11/9/09.

Consideration of CIRP(s) (BAF #10-1)

Chairperson Dowdy presented for consideration CIRP(s). Ms. Riedesel briefly reviewed the CIRPs. She noted that she had received three additional CIRPS and distributed copies of the

applications (attached to file minutes). Mr. Friedman moved, seconded by Mr. Dowrey, to endorse the projects. Motion carried unanimously. They are as follows:

- A. An application submitted by Virginia Department of Environmental Quality (DEQ) for an Environmental Impact Review – Western State Hospital.
- B. An application submitted by Valley Program for Aging Services for FTA Section 5310 Program to purchase transportation equipment for a total request of \$126,000.
- C. An application submitted by The ARC of Harrisonburg and Rockingham, Inc. for FTA Section 5310 Program to purchase transportation equipment for a total of approximately \$36,000.
- D. An application submitted by Pleasant View, Inc. for FTA Section 5310 Program to purchase transportation equipment for a total of approximately \$68,000.
- E. An application submitted by the Maury Service Authority for System Upgrades for an estimated total project cost of \$9,945,871.

Other Business

Under Other Business, Ms. Riedesel expressed her appreciation to the staff for their hard work this year. She asked each staff member to give an update on their ongoing and upcoming projects.

- Ms. McCarty gave a PowerPoint presentation on the Regional Data Center.
- Ms. Hibbert gave a PowerPoint presentation and reported on the Richmond Road Multi-Modal Study.
- Ms. Terry gave a brief report on the Goshen Water Improvement Project.
- Ms. Joyce reported on disaster assistance and mitigation program and the Staunton Comprehensive Plan Update.
- Mr. Huff reported on the GIS Department and GIS mapping projects.
- Ms. Plecker reported on the Broadway Comprehensive Plan Update.

Adjournment

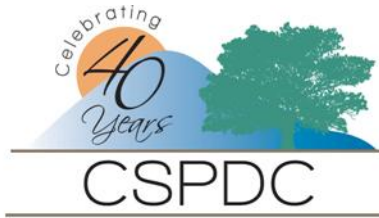
There being no further business to come before the Commission, a motion for adjournment by Mr. Friedman, seconded by Mr. Beyeler, was unanimously passed at 8:10 p.m. Motion was carried by unanimous vote.

Respectfully submitted,

Rita F. Whitfield, Administrative Assistant

Approved:

Secretary



Central Shenandoah Planning District Commission

April 9, 2010

MEMO TO: CSPDC Board of Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: April 19, 2010 Commission Meeting

The Central Shenandoah Planning District Commission will hold its meeting on Monday, April 19, 2010, 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. Minutes of February 1, 2010 Meeting
3. Reports
 - (A) Chairperson
 - (B) Executive Director
 - (C) Treasurer
4. Presentation by Glen Sink, Executive Director, Virginia Rural Center
5. Consideration of Budget Amendments (*BAF #10-8*)
6. Consideration of FY11 Resolution for the Rural Transportation Program (*BAF #10-7*)

7. CIRPs (BAF #10-6)

- A. Bridgewater College for Expansion of Student Housing Facilities and Remodeling/Improvements to Existing Facilities
- B. Chesapeake Media Service, Inc. for funds to support publication Bay Journal
- C. Virginia Department of Environmental Quality (DEQ) for FY10 State Revolving Loan Fund Capitalization Grant
- D. Virginia Department of Environmental Quality (DEQ) for Technical and Scientific Support Services for Chesapeake Bay Water Quality and Living Resources Data Analysis and Interpretation
- E. Virginia Department of Environmental Quality (DEQ) for Enhanced Monitoring to Improve the Assessment of Sediment and Nutrient Load Reduction to Support the Chesapeake Bay Program
- F. Institute for Local Self-Reliance's for continuation of its Regional Approach to Increasing Recycling in the Mid-Atlantic States Project
- G. Augusta Regional Free Clinic for Addition to their Dental Clinic and Purchase Equipment
- H. Highland County Volunteer Fire Co., Inc. to Purchase New Equipment
- I. City of Buena Vista Rural Business Enterprise Grant (RBEG) Program for F&R Automotive Repair
- J. Alliance for Chesapeake Bay for Citizens Advisory Committee
- K. CDBG Application from the City of Buena Vista for the Dickinson Well Filtration System Project
- L. CDBG Application from Bath County for Thomastown/Pinehurst Heights Housing Rehabilitation Project
- M. Virginia Department of Environmental Quality (DEQ) for an Environmental Impact Review, Wayland Hall Renovation, James Madison University
- N. Friendship Industries to Purchase Industrial Equipment
- O. Dooms Volunteer Fire Company to Purchase a Mini Pumper Fire Truck
- P. Virginia Department of Environmental Quality (DEQ) for FY11 CELCP, King William, Scotland Landing Acquisition
- Q. Virginia Department of Environmental Quality (DEQ) for FY11 CELCP, Lynnhaven Oyster Restoration and Estuary Protection

8. Other Business

9. Adjournment

Next Meeting:

Executive Committee – May 17, 2010

Full Commission – June 21, 2010



Central Shenandoah Planning District Commission

Minutes
Central Shenandoah
Planning District Commission Meeting
112 MacTanly Place, Staunton, Virginia
April 19, 2010, 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. | ✓ | Monica Plecker |
| | City of Harrisonburg | ✓ | William Vaughn, Treasurer | | |
| ✓ | Carolyn Frank | ✓ | Donald Delaughter | | Others |
| ✓ | Richard Baugh | | City of Waynesboro | ✓ | Glen Sink, Va. Rural Center |
| ✓ | Stacy Turner | | Nancy Dowdy, Chairperson | ✓ | Robin Sullenberger, SVP |
| | Highland County | | Vacant | | |
| | Jerry Rexrode, Vice Chair | | | | |
| | City of Lexington | | | | |
| ✓ | Frank Friedman | | | | |

Call To Order

The April 19, 2010, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Secretary Larry Tolley.

Minutes

Secretary Tolley presented for consideration the minutes from the February 1, 2010, Commission meeting. Mr. Dowrey moved, seconded by Mr. Beyeler, to approve the minutes of the February 1, 2010 Commission meeting as presented. Motion carried unanimously.

Executive Director's Report (EDR #10-2)

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

- Reported on the Status of the State Budget for PDCs, noting that the total statewide funding for the 21 PDCs in FY11 and FY12 will be \$1,552,457, which is a 36% reduction from FY10 and 45% reduction from FY09.
- Reported on the Regional Energy Grant, noting that the Commission was awarded \$403,150, with an additional \$60,000 for the project leveraged by the region's local governments.
- Reported on the status of the local budget process, noting that a draft budget will be presented to the Executive Committee in May and forwarded to the full Commission for consideration at its June meeting.
- Reported on the All Hazards Mitigation Plan, noting that the original plan was adopted by all localities in 2006. Ms. Riedesel stated that FEMA requires that plans be updated every five years in order for local jurisdictions to be eligible for certain disaster mitigation funds.
- Reported on the Buena Vista Dickinson Well Project, noting that the grant application, in the amount of \$1 million, was submitted to DHCD on March 31, 2010. Ms. Riedesel noted that the City is also applying for funding to Rural Development and the Virginia Department of Health for this project.
- Announced that Dr. James Davis, Commonwealth Transportation Board member that represents the District, met with local government staff at the Commission office on April 7th to discuss transportation issues important to the localities.
- Reported that the Commission has entered into a three-year lease with Continuing Care Management, Inc. to rent the downstairs office.
- Reported on the Virginia Association of Planning District Commissions (VAPDC) annual leadership retreat that was held in Staunton on March 29-30.

Treasurer's Report

Chairperson Dowdy presented for consideration the Treasurer's Report (attached to file minutes). Mr. Vaughn presented the Grant Expenditure Budget vs. Actual for July 2009 through February, 2010; and the Balance Sheet as of February 28, 2010. Mr. Vaughn moved, seconded by Mr. Friedman, to approve the Treasurer's Report as presented. Motion carried unanimously.

Presentation by Glen Sink, Center for Rural Virginia

Ms. Riedesel introduced and welcomed Mr. Glen Sink, Executive Director of the Center for Rural Virginia. Mr. Sink gave a PowerPoint presentation on the Center for Rural Virginia, noting that the Center was created to serve as a catalyst to generate creative approaches for sustaining economic growth in the rural areas of the Commonwealth. He noted that the Center for Rural Virginia, a public/private 501(C) partnership representing the major rural components of the Commonwealth, is positioned to stimulate the revitalization of the social and economic prosperity of approximately 75% of the land area of the State and 20% of the population (all or part of 87 counties). Mr. Sink stated that the Center for Rural Virginia is a uniquely structured partnership of local government, state government, federal government, nonprofit, and business

representatives working together and strategically positioned to define initiatives for rural Virginia that will lead to rural social and economic revitalization. He noted that the Center for Rural Virginia promotes collaboration and serves as a catalyst for rural innovation and understanding. Discussion ensued regarding the role of the Center for Rural Virginia.

Ms. Riedesel introduced and welcomed Mr. Robin Sullenberger, Chief Executive Officer of Shenandoah Valley Partnership, who is also a Board member of the Virginia Rural Center.

Budget Amendments (BAF #10-8)

Secretary Tolley presented for consideration Budget Amendments #10-11 through #10-16 (attached to file minutes). Ms. Wise gave a brief description on the Amendments. Mr. Lewis moved, seconded by Mr. Vaughn, to approve Budget Amendments #10-11 through #10-16. Motion was carried by unanimous vote. They are as follows:

- BA 10-11 #271 Broadway Comprehensive Plan - The purpose of this amendment is to update the budget with a new signed contract.
- BA 10-12 #249 Regional Bike/Pedestrian Plan - The purpose of this amendment is to update the amount transferred from #531 MPO Support to #249 Bike/Ped Plan for related activities.
- BA 10-13 #253 Waynesboro Transit Feasibility Study - This amendment is to update the budget to the actual grant balance carried over from FY09.
- BA 10-14 #274 Bath County Wireless 911 Grant – This budget amendment is to update the budget to actual grant balances carried over from FY09 for each task.
- BA 10-15 #325 Disability Services – This budget amendment is to update budget to actual grant balance carryover from FY09.
- BA 10-16 #346 Citizens Corps Grant - This budget amendment is to update budget for new grants received.

FY11 Resolution for the Rural Transportation Program (BAF #10-7)

Secretary Tolley presented for consideration FY11 Resolution for the Rural Transportation Program (attached to file minutes). Ms. Hibbert gave a brief description on the Resolution, noting that the Commission has prepared its annual Rural Transportation Planning Grant application for FY11 funding. She stated that the program will provide \$58,000 and the Commission will provide a \$14,500 match. Ms. Hibbert noted that the match is financed through the use of member assessment revenues and reviewed how the funds will be used. Mr. Beyeler moved, seconded by Mr. Friedman, for approval of the Resolution authorizing application for FY11 Rural Transportation Planning Grant. Motion was carried by unanimous vote.

Commonwealth Intergovernmental Review Process (CIRP) (BAF #10-6)

Secretary Tolley presented for consideration CIRPs (attached to file minutes). Ms. Riedesel noted that she had received two additional CIRPs from the City of Buena Vista. Upon questions by Mr. Beyeler regarding agenda item 7J., an application submitted by Alliance for the Chesapeake Bay to Support the Operation of the Citizens Advisory Committee CIRP, Ms. Riedesel suggested the Commission table the application until the next meeting for additional information. Mr. Beyeler

moved, seconded by Mr. Floyd, to endorse the staff recommendations on agenda items 7A-7I and 7K-7Q, and the two additional applications from the City of Buena Vista, and to table agenda item 7J, application from the Alliance for the Chesapeake Bay. Motion carried unanimously. They are as follows:

- A. Bridgewater College Application for Expansion of Student Housing Facilities and Remodeling/Improvements to Existing Facilities for a total funding of \$14,000,000. Staff recommends ratification of the Executive Director's endorsement letter.
- B. Chesapeake Media Service Grant Application to the Environmental Protection Agency for funds to support publication of the Bay Journal for a total amount of \$368,500. Staff recommends endorsement of the project.
- C. Virginia Department of Environmental Quality (DEQ) for FY10 State Revolving Loan Fund Capitalization Grant for a total amount of \$50,037,600. Staff recommends ratification of the Executive Director's endorsement letter.
- D. Virginia Department of Environmental Quality (DEQ) for VADEQ Technical and Scientific Support Services for Chesapeake Bay Water Quality and Living Resources Data Analysis and Interpretation for a total amount of \$243,496. Staff recommends endorsement of the project.
- E. Virginia Department of Environmental Quality (DEQ) for VADEQ Enhanced Monitoring to Improve the Assessment of Sediment and Nutrient Load Reduction to Support the Chesapeake Bay Program for a total amount of \$952,173. Staff recommends endorsement of the project.
- F. Institute for Local Self-Reliance's Application for Continuation of its Regional Approach to Increasing Recycling in the Mid-Atlantic States Project for a total funding of \$14,989. Staff recommends ratification of the Executive Director's endorsement letter.
- G. Augusta Regional Free Clinic for Addition to Dental Clinic and to Purchase Equipment for \$1,000,000. Staff recommends ratification of the Executive Director's endorsement letter.
- H. Highland County Volunteer Fire Co., Inc. to Purchase New Equipment for \$18,200. Staff recommends endorsement of the project.
- I. Buena Vista Rural Business Enterprise Grant Program (RBEG). The City of Buena Vista has received an application from F&R Automotive Repair through its RBEG Program. F&R Auto Repair is an automotive repair business formed to provide high quality, comprehensive, and convenient service at a low price. Staff recommends ratification of the Executive Director's endorsement letter.
- J. Alliance for the Chesapeake Bay to Support the Operation of the Citizens Advisory Committee for a total amount of \$167,615. Table consideration of the project until the next meeting for additional information.

- K. CDBG Application from the City of Buena Vista for the Dickinson Well Filtration Project. The City of Buena Vista is applying to DHCD for a total of \$2,500,000 (\$1,000,000 CDBG; \$1,500,000 State or Federal loan) for Dickinson Well Filtration System. Staff recommends endorsement of the project.
- L. CDBG Application from Bath County for Thomastown/Pinehurst Heights Housing Rehabilitation Project. Bath County is applying to DHCD for a total \$1,049,718.33 (\$996,838 CDBG, \$25,100 State, and \$27,780.33 local) to rehabilitate homes of low-moderate-income (LMI) individuals and families in the Pinehurst Heights neighborhood of Hot Springs. Staff recommends endorsement of the project.
- M. Environmental Impact Review for Wayland Hall Renovation, James Madison University (JMU). Staff recommends endorsement of the project.
- N. Friendship Industries to Purchase Industrial Equipment. Friendship Industries is seeking a total amount of \$102,300 (\$15,300 in Federal funds and \$87,000 applicant) to purchase industrial equipment. Staff recommends ratification of the Executive Director's endorsement letter.
- O. Dooks Volunteer Fire Company to Purchase a Mini Pumper Fire Truck for a total amount of \$100,000 (\$50,000 in Federal funds and \$50,000 applicant). Staff recommends ratification of the Executive Director's endorsement letter.
- P. Virginia Department of Environmental Quality FY11 CELCP King William Scotland Landing Acquisition for a total amount of \$829,800. Staff recommends waiving the application as the project does not propose activities which will have direct or significant indirect impacts on the local jurisdictions within Planning District Six.
- Q. Virginia Department of Environmental Quality FY11 CELCP Lynnhaven Oyster Restoration and Estuary Protection for a total cost of acquisition is \$7,165,000. Staff recommends waiving the application as the project does not propose activities which will have direct or significant indirect impacts on the local jurisdictions within Planning District Six.
- R. City of Buena Vista application for \$2,500,000 request to the Office of Drinking Water of the Virginia Department of Health's Revolving Loan program to design and install a membrane filtration system for the City of Buena Vista's Dickinson Well Facility. Staff recommends endorsement of the project.
- S. City of Buena Vista application for \$3,740,328 request to Rural Development to design and install a membrane filtration system for the City of Buena Vista's Dickinson Well Facility as well as several smaller water infrastructure projects. Staff recommends endorsement of the project.

Other Business

Mr. Friedman reported on the FY11 local assessment rate. He stated that several of the jurisdictions had accepted the 70 cents local assessment rate but some were considering not supporting the rate adjustment. Mr. Friedman encouraged everyone to be an advocate for the proposed FY11 local assessment rate adjustment to their respective Boards and Councils. He reminded the members present that this was part of the plan that was set in motion several years ago and will be level funding going forward.

Secretary Tolley stated that a copy of the letter sent to area Legislators representing Planning District Six thanking them for their support during the State budget process from Chairperson Dowdy was included in everyone’s packet.

Adjournment

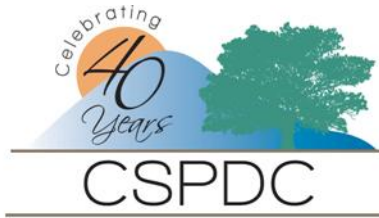
There being no further business to come before the Commission, a motion for adjournment by Mr. Friedman, seconded by Ms. Dull, was unanimously passed at 8:10 p.m. Motion was carried by unanimous vote.

Respectfully submitted,

Rita F. Whitfield, Administrative Assistant

Approved:

Secretary



Central Shenandoah Planning District Commission

June 14, 2010

MEMO TO: CSPDC Board of Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: June 21, 2010 Commission Meeting

The Central Shenandoah Planning District Commission will hold its meeting on Monday, June 21, 2010, 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.

PLEASE NOTE:

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

AGENDA

1. Call to Order
2. Minutes of April 19, 2010 Meeting
3. Reports
 - (A) Chairperson
 - Election of Executive Committee Members
 - Introduction of New Member(s) – Claire Collins, Rockbridge County
 - (B) Executive Director
 - (C) Treasurer
4. Blue Ridge Gateway Presentation – CSPDC Staff
5. Consideration of FY11 Budget
6. Consideration of Budget Amendments (BAF #10-___)
7. Consideration of Citizen Corps Resolution (BAF #10-14)

8. Consideration of Process Review Criteria on Commonwealth Intergovernmental Review Process (CIRPS) and Environmental Impact Reviews (*BAF #10-12*)
9. Commonwealth Intergovernmental Review Process (CIRPS) (*BAF #10-11*)
 - A) Town of Elkton Application to Purchase a Trash Truck
 - B) Interstate Commission on the Potomac River Basin for Assistance in Support of the Chesapeake Bay Program
 - C) Virginia Department of Agriculture and Consumer Services Pesticide Performance Partnership Grant Application FY11-13
 - D) Virginia Department of Transportation Draft FY11 SPR Work Program
 - E) Virginia Tech Application for Chesapeake Bay Program Point Source and Toxics Information Management/Data Analysis Support
 - F) Natural Bridge Volunteer Fire Department to Purchase Equipment for their new Fire Truck
 - G) Environmental Impact Review - 241 and 245 Port Republic Road, James Madison University (JMU)
 - H) Virginia Department of Environmental Quality (DEQ) Application for VADEQ Tracking Wetlands in Virginia
 - I) Virginia Department of Environmental Quality (DEQ) Application for FY11-12 VADEQ Technical Review and Services for Defense Environmental Restoration Program Activities at Active DoD Facilities and Environmental Restoration at Base Closure Sites
 - J) Virginia Department of Environmental Quality (DEQ) Application for 25th Year VA CZM Implementation Application
 - K) Virginia Department of Environmental Quality (DEQ) Application for VADEQ FY10 Chesapeake Bay Monitoring
 - L) Rockbridge County Public Service Authority for Long Hollow Water System Upgrade Project for \$1.544M
 - M) Environmental Impact Review - Acquisition of 28 W. Grace St., & 781 Walnut Lane, Part I, James Madison University
10. Old Business
 - A. Application submitted by Alliance for the Chesapeake Bay to Support the Operation of the Citizens Advisory Committee (*BAF #10-13*)
11. Other Business
12. Adjournment

Next Meeting: August 16, 2010



Central Shenandoah Planning District Commission

Minutes
Central Shenandoah
Planning District Commission Meeting
112 MacTanly Place, Staunton, Virginia
June 21, 2010, 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 | ✓ | Claire Collins | ✓ | 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. | ✓ | Monica Plecker |
| | City of Harrisonburg | | William Vaughn, Treasurer | | |
| ✓ | Carolyn Frank | ✓ | Donald Delaughter | | Others |
| | Richard Baugh | | City of Waynesboro | | |
| | Stacy Turner | ✓ | Nancy Dowdy, Chairperson | | |
| | Highland County | | Vacant | | |
| ✓ | Jerry Rexrode, Vice Chair | | | | |
| | City of Lexington | | | | |
| ✓ | Frank Friedman | | | | |

Call To Order

The June 21, 2010, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairperson Dowdy. She introduced and welcomed Claire Collins, new representative from Rockbridge County.

Minutes

Chairperson Dowdy presented for consideration the minutes from the April 19, 2010, Commission meeting. Mr. Dowrey moved, seconded by Mr. Floyd, to approve the minutes of the April 19, 2010, Commission meeting as presented. Motion carried unanimously.

Chairperson's Report

Under Chairperson's Report, Chairperson Dowdy announced that K.C. Baker, citizen representative for the City of Waynesboro, had resigned. She stated that she had been appointed by the City of Waynesboro to take his position as Waynesboro's citizen representative effective July 1, 2010.

Chairperson Dowdy stated that Commissioner Richard Fox is recovering from surgery and has been unable to attend the past few Commission meetings.

Chairperson Dowdy reported on the Virginia Retirement System. She stated that the Executive Committee has been reviewing this issue for some time and it was the consensus of those present at the May 17, 2010, Executive Committee meeting for the Commission to remain with the current retirement plan (National Employee Retirement Trust) primarily due to the increased cost to transfer to VRS for both the Commission and the employees.

Chairperson Dowdy gave an update on the status of the jurisdictions' responses regarding the FY11 local assessment rate adjustment. Discussion ensued regarding the rate adjustment and varying assessment rates among jurisdictions, and a strategy to move forward to ensure the same rate for all jurisdictions. Chairperson Dowdy stated that the Executive Committee suggested holding a retreat for CSPDC Board members to give Commissioners a better understanding of the assessment rate process and other Commission functions. She noted that the staff will poll members to see if they are willing to attend.

Chairperson Dowdy reported on the election of the Executive Committee Board members. She announced that the votes of the new Executive Committee Board members had been tabulated and the following seven members were elected to the Executive Committee for two year terms to serve during July 1, 2010 through June 30, 2012: Jerry Rexrode, Highland County; Jeremy Shifflett, Augusta County; Larry Tolley, City of Buena Vista; Billy Vaughn, Rockingham County; Carolyn Dull, City of Staunton; Frank Friedman, City of Lexington; and Buster Lewis, Rockbridge County. Chairperson Dowdy stated that the new Executive Committee members will meet immediately following the Full Commission meeting to elect officers.

Executive Director's Report (EDR #10-2)

Ms. Riedesel reviewed the Executive Director's Report #10-3 (attached to file minutes). She highlighted the following:

- Reported on the Regional Energy Project. Ms. Riedesel noted that the CSPDC is now under contract with the Virginia Department of Mines, Minerals and Energy to fund the Shenandoah Valley Regional Energy Efficiency Strategy.
- Reported on a presentation given by the Harrisonburg-Rockingham Metropolitan Planning Organization (HRMPO) Chairperson Dr. Carol Scheppard and staff to the Commonwealth Transportation Board at its meeting on June 16th in Richmond. Ms. Riedesel noted that the presentation described the HRMPO, its history, and numerous planning studies and programs being undertaken by the MPO. She noted that to view the presentation to visit the MPO website at www.hrvampo.org.

- Reported on the Safe Routes to School (SRTS) Grants. Ms. Riedesel announced that three SRTS projects were recently approved by VDOT for funding: City of Staunton-Ware Elementary/Shelburne Middle School for \$171,000; Rockingham County-Mt. View Elementary School for \$488,898; and Town of Timberville-Plains Elementary School for \$202,376.
- Reported on Goshen's Water Project. Ms. Riedesel noted that on June 30, 2010, at 11:00 a.m., the Town of Goshen will hold a "ribbon cutting" ceremony to celebrate the Goshen Water Improvement Project now that all of the funding has been secured. She stated that if anyone wanted more information about the event, to please contact the Commission office.
- Announced that Shenandoah Valley Project Impact received two awards: the *Virginia Citizen Corps Superstar Award* for most creative outreach activity for the 2010 Project Impact Calendar; and first place award for the *Best In Print Category* from the Printing Industries of Virginia.
- Reported on the All Hazards Survey. Ms. Riedesel noted that as a way of gathering public input for the update of the Central Shenandoah Valley All Hazards Mitigation Plan, the CSPDC has an on-line Natural Hazards Survey that they are asking those who live in the Central Shenandoah Valley Region to complete. She stated that as of June 7th, more than 500 surveys had been received.
- Announced that the Virginia Association of Planning District Commission's Summer Conference is scheduled for July 28-31, 2010 at Virginia Beach.

Treasurer's Report

Chairperson Dowdy presented for consideration the Treasurer's Report (attached to file minutes). Ms. Wise presented the Grant Expenditure Budget vs. Actual for July 2009 through May, 2010; and the Balance Sheet as of May 31, 2010. Ms. Frank moved, seconded by Ms. Frye, to approve the Treasurer's Report as presented. Motion carried unanimously.

FY11 CSPDC Budget

Chairperson Dowdy presented for consideration the FY CSPDC Budget. Ms. Riedesel stated that just like the local jurisdictions, it had been a very difficult budget year for the CSPDC. She reviewed the FY11 Proposed Budget (attached to file minutes). Ms. Riedesel noted several cost saving measures including utilizing unpaid interns; reduction in travel expenses; cancellation of annual Christmas dinner; switching property insurance premiums for property, auto and liability from Nationwide to Virginia Municipal League; and reduction in staff. She stated that the Budget does not include a cost of living or merit increase. Mr. Friedman moved, seconded by Mr. Dowrey, to approve the Budget Resolution adopting the FY11 Budget. Motion was carried by unanimous vote.

Budget Amendments (BAF #10-16)

Chairperson Dowdy presented for consideration Budget Amendments #10-17, #10-18, and #10-19 (attached to file minutes). Ms. Wise gave a brief description on each Amendment. Mr. Friedman moved, seconded by Mr. Dowrey, to approve Budget Amendments #10-17, #10-18, and #10-19. Ms. Wise requested authorization for the Executive Director and Fiscal Officer to effect necessary budget adjustments and amendments as part of the FY10 closeout procedures, with the

understanding that such amendments will be reviewed by the Treasurer and ratified by the Commission at a subsequent meeting. Mr. Friedman moved, seconded by Mr. Dowrey, to amend the motion to include the request for authorization. The motion was carried by unanimous vote. The Budget Amendments are as follows:

- **BA 10-17: #401 EDA; #411 and #413 SVP.** The purpose of this amendment is to incorporate the local projects for SVP into the EDA-funded grant.
- **BA 10-18: #279 Goshen Water Project.** The purpose of this amendment is to update the budget with the amount of the contract received during this fiscal year for this project.
- **BA 10-19: #263 Staunton Downtown Floodproofing Project.** This amendment is made to update the budget to the amount of expenses actually incurred for this project during this fiscal year.

Citizen Corps Resolution (BAF #10-14)

Chairperson Dowdy presented for consideration Citizen Corps Resolution (attached to file minutes). Ms. Joyce gave a brief description on the project, noting that the CSPDC has received a State Homeland Security Program Grant in the amount of \$13,000 to fund activities through the CSPDC's disaster preparedness and mitigation program, Shenandoah Valley Project Impact. She noted that in order to receive the grant funds, a resolution authorizing the staff to implement and administer the grant needs to be adopted. Mr. Lewis moved, seconded by Ms. Dull, to adopt the Citizen Corps Resolution. Motion carried unanimously.

Commonwealth Intergovernmental Review Process (CIRPS) and Environmental Impact Reviews (BAF #10-12)

Chairperson Dowdy presented for consideration Process Review Criteria on CIRPs and Environmental Impact Reviews (attached to file minutes). Ms. Riedesel stated that per Executive Order 12372, "Intergovernmental Review of Federal Programs," the Commission is asked to review and comment on projects requesting federal funding and on Environmental Impact Reviews. She noted that in order to allow the review process to become more objective and concrete, review criteria for waiving applications from consideration by the Commission under the Commonwealth Intergovernmental Review Process has been developed as follows: 1) projects which do not propose activities which will have direct or significant indirect impacts on the local jurisdictions within Planning District Six; 2) applications by a State agency proposing continuation of an ongoing project which is neither changed in scope or proposing construction; and 3) Environmental Impact Reviews in which the staff does not feel it has the expertise to evaluate the impact of a proposed project on the environment, or the need or feasibility of the proposed project. It was requested that the list of CIRPS waived by the staff still be presented to the Commission for their information. Ms. Frye moved, seconded by Mr. Friedman, to adopt the above three criteria, with the stipulation that the waived CIRPS be presented to the Commission for their information. Motion was carried by unanimous vote.

Commonwealth Intergovernmental Review Process (CIRP) (BAF #10-11)

Chairperson Dowdy presented for consideration CIRPs (attached to file minutes). Mr. Friedman moved, seconded by Mr. Dowrey, to endorse the staff recommendations on agenda items 9(A) through 9 (M). Motion carried unanimously. They are as follows:

- A. Town of Elkton Application to Purchase a Trash Truck. The Town of Elkton submitted an application for \$144,000 (\$50,000 Federal and \$94,000 applicant) to Rural Development to purchase a trash truck. Given time constraints, the Executive Director submitted a letter of endorsement on May 12, 2010. Staff recommends ratification of the Executive Director's endorsement letter.
- B. Interstate Commission on the Potomac River Basin (ICPRB) for Assistance in Support of the Chesapeake Bay Program. ICPRB has submitted an application for a total funding of \$265,217 (\$251,956 Federal and \$13,261 applicant) for assistance in support of the Chesapeake Bay Program. Staff recommends endorsement of the project.
- C. Virginia Department of Agriculture and Consumer Services Pesticide Performance Partnership Grant Application for FY11-13. The Virginia Department of Agriculture and Consumer Services has submitted an application for a total funding of \$1,865,187 (\$1,504,500 Federal and \$360,687 State) in Federal funding for Virginia Pesticide Performance Partnership Grant. Staff recommends endorsement of the project.
- D. Virginia Department of Transportation Draft FY11 SPR Work Program. The Virginia Department of Transportation has submitted an application for Draft FY11 SPR Work Program. This work program reflects those annual activities essential to the fulfillment of VDOT's responsibilities. Staff recommends endorsement of the project.
- E. Virginia Tech Chesapeake Bay Program Point Source and Toxics Information Management/Data Analysis Support. This application is for the funding of point source and toxics data management/data analysis support for the Chesapeake Bay Program. Staff recommends to waive the project as the project is an application by a State agency proposing continuation of an ongoing project which is neither changed in scope or proposing construction.
- F. Natural Bridge Volunteer Fire Department to Purchase Equipment. The Natural Bridge Volunteer Fire Department has submitted an application to Rural Development to purchase fire fighting equipment for their new fire truck for a total of \$60,000 (\$33,000 Federal and \$27,000 applicant). Given time constraints, the Executive Director submitted a letter of endorsement on May 26, 2010. Staff recommends ratification of the Executive Director's endorsement letter.
- G. Environmental Impact Review: 241 and 245 Port Republic Road, James Madison University (JMU). The Virginia Department of Environmental Quality (DEQ) has submitted an Environmental Impact Review for 241 and 245 Port Republic Road, JMU. Given time constraints, the Executive Director submitted a letter on May 27, 2010, waiving comments on the application as the staff does not feel it has the expertise to evaluate the impact of a proposed project on the environment, or the need or feasibility of the proposed project. Staff recommends ratification of the Executive Director's letter to waive comments.
- H. Virginia Department of Environmental Quality (DEQ) for VADEQ Tracking Wetlands in Virginia. DEQ has submitted an application for VADEQ Tracking Wetlands in Virginia for a total funding of \$83,831. Staff recommends endorsement of the project.
- I. Virginia Department of Environmental Quality (DEQ) for FY11-12 VADEQ Technical Review and Services for Defense Environmental Restoration Program (DERP) Activities at Active DoD Facilities and Environmental Restoration at Base Closure Sites. DEQ has submitted an application for \$4,860,191 in Federal funds for the period July 1, 2010 to June 30, 2012 for the

above project. Staff recommends to waive the application as the project does not propose activities which will have direct or significant indirect impacts on the local jurisdictions within Planning District Six.

- J. Virginia Department of Environmental Quality (DEQ) for 25th Year VA CZM Implementation. DEQ has submitted an application for 25th Year VA CZM Implementation for a total funding of \$4,596,000. The award is to fund activities of Virginia state agencies, local governments, and other partners to improve the management and protection of Virginia's coastal resources. Staff recommends ratification of the Executive Director's letter to waive comments.
- K. Virginia Department of Environmental Quality (DEQ) for VADEQ FY10 Chesapeake Bay Monitoring. DEQ has submitted an application for VADEQ FY10 Chesapeake Bay Monitoring for a total funding of \$1,376,388. Staff recommends to waive the project as the project is an application by a State agency proposing continuation of an ongoing project which is neither changed in scope or proposing construction.
- L. Rockbridge County Public Service Authority for Long Hollow Water System Upgrade Project. Rockbridge County Public Service Authority has submitted an application for Rural Development funding to replace an inadequate water pump station and tank for \$1.544 million for the Long Hollow Water System Upgrade Project. Staff recommends endorsement of the project.
- M. Environmental Impact Review: Acquisition of 28 W. Grace Street & 781 Walnut Lane, Part I, James Madison University (JMU). The Virginia Department of Environmental Quality (DEQ) has submitted an Environmental Impact Review for Acquisition of 28 W. Grace St., and 781 Walnut Lane. Staff recommends waiving comments on the application as the staff does not feel it has the expertise to evaluate the impact of a proposed project on the environment, or the need or feasibility of the proposed project.

Old Business

Chairperson Dowdy presented for consideration Alliance for the Chesapeake Bay CIRP, tabled from the April 19, 2010, Commission meeting for additional information. Ms. Terry gave a brief update on the project, noting that the Alliance for the Chesapeake Bay is requesting \$167,615 to support the operation of the Citizens Advisory Committee for 12 months. She stated that the project budget includes salary and benefits for the 85% coordinator time and 50% time administrative support person; the Alliance will provide all of the financial services associated with running the office; and the budget includes travel and meeting costs. Mr. Lewis moved, seconded by Ms. Dull, to endorse the application. Motion was carried by unanimous vote.

Blue Ridge Gateway Presentation

Ms. Hibbert and Ms. McCarty gave a presentation on the Blue Ridge Gateway Study. Ms. McCarty distributed copies of handouts with information on Appalachian Anniversaries, 2009-2001, Great Smoky Mountains, Blue Ridge Parkway, and Shenandoah National Parks; Gems of Rockbridge Geocaching Trail; and Blue Ridge Parkway/Skyline Drive Gateway Studies, CSPDC. She stated that the purpose of the Blue Ridge Gateway studies is to strengthen the connection between the Blue Ridge Parkway and the communities directly adjacent to the Parkway. Ms. McCarty noted that the studies are anticipated to span three years, working south to north in the Region and then reviewed the project goals.

Ms. Hibbert presented a PowerPoint presentation of the Blue Ridge Study completed on Route 60 in Buena Vista. She reviewed the recommendation made by the consultant for each of the sections of the study area. Ms. Hibbert noted the presentation will be given to Buena Vista City Council at its next meeting.

Adjournment

There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:45 p.m.

Respectfully submitted,

Rita F. Whitfield, Administrative Assistant

Approved:

Secretary



Central Shenandoah Planning District Commission

August 9, 2010

MEMO TO: CSPDC Board of Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: August 16, 2010 Commission Meeting

The Central Shenandoah Planning District Commission will hold its meeting on Monday, August 16, 2010, **6:00 p.m., at the Highland Center, 61 Highland Center Drive, Monterey, Virginia**

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

Dinner will be provided at 5:30 p.m.

AGENDA

1. Call to Order
2. Minutes of June 21, 2010 Meeting
3. Reports
 - (A) Chairperson
 - (B) Executive Director (*EDR #10-4*)
 - (C) Treasurer
4. Presentation on the Highland Center
 - *Betty Mitchell, The Highland Center*
5. Consideration of Sustainable Community Initiative (*BAF #10-20*)
6. Consideration of Budget Amendments (*BAF #10-21*)
7. Consideration of Personnel Rules and Regulations (*BAF #10-18*)

8. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #10-19)
 - A) Shenandoah Valley Regional Airport Commission for Airline Terminal Upgrade
 - B) Total Action Against Poverty for Homeowner Assistance Program
 - C) DEQ FY11-12 Va. Development of Wetland Program Plan, Database Improvements and Continuing Monitoring Strategy for Virginia
 - D) DEQ VADEQ FY2011-13 Performance Partnership Grant
 - E) DEQ FY2011-13 Leaking Underground Storage Tank Program Grant
 - F) DEQ FY2011-13 State Underground Storage Tanks Program
 - G) DEQ VADEQ Water Quality Management Plan
9. Other Business
10. Adjournment

Next Meeting: Monday, October 4, 2010



Central Shenandoah Planning District Commission

Minutes
Central Shenandoah
Planning District Commission Meeting
The Highland Center, Monterey, Virginia
August 16, 2010, 5:30 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 | ✓ | Claire Collins | ✓ | 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. | ✓ | Monica Plecker |
| | City of Harrisonburg | ✓ | William Vaughn, Treasurer | | |
| | Carolyn Frank | ✓ | Donald Delaughter | | Others |
| | Richard Baugh | | City of Waynesboro | ✓ | Tony Stinnett, Monterey Town Council |
| | Stacy Turner | | Nancy Dowdy | ✓ | Francis Fenn, Monterey Town Council |
| | Highland County | | Timothy Williams | ✓ | David Blanchard, Highland BOS |
| ✓ | Jerry Rexrode | | | ✓ | Roberta Lambert, Highland County |
| | City of Lexington | | | ✓ | Betty Mitchell, Highland Center |
| ✓ | Frank Friedman | | | ✓ | Janice Warner, Mayor, Monterey |

Call To Order

The August 16, 2010, Central Shenandoah Planning District Commission meeting was called to order at 5:30 p.m. by Chairperson Dull.

Mr. Rexrode welcomed everyone to Highland County and the Highland Center. He introduced the guests who were present from Monterey Town Council and Highland County Board of Supervisors.

Chairperson Dull thanked the Highland Center and Highland County for hosting the Commission meeting.

Minutes

Chairperson Dull presented for consideration the minutes from the June 21, 2010, Commission meeting. Ms. Angle moved, seconded by Mr. Lewis, to approve the minutes of the June 21, 2010, Commission meeting as presented. Motion carried unanimously.

Chairperson's Report

Under Chairperson's Report, Ms. Dull expressed her appreciation for being given the opportunity to chair the Commission meetings.

Executive Director's Report (EDR #10-4)

Ms. Riedesel reviewed the Executive Director's Report #10-4 (attached to file minutes). She highlighted the following:

- Reported that the 2010 Facts and Figures are now available for distribution to the local governments and other entities and can be viewed on the CSPDC Regional Data Center website as well.
- Reported that three Transportation Enhancement Grants were recently approved for funding by the Virginia Department of Transportation for the City of Lexington Randolph Street/Courthouse Improvement Project for \$234,800; Rockbridge Regional Wayfinding Signage Project for \$125,000; and Augusta County Scholastic Way Sidewalk Project for \$136,495.
- Announced that Glen Sink, Executive Director of the Center for Rural Virginia, will be presenting a program on issues impacting rural Virginia communities in Buena Vista on September 28th.
- Reported on the VAPDC Summer Conference that was held in July at Virginia Beach.
- Presented "CSPDC new Investments in the Region, FY07 – FY10." She noted that the report highlights the investments over a four-year period and displays the figures by subregion and program area. Ms. Riedesel stated that for the year ending June 30, 2010, the CSPDC was instrumental in bringing in over \$5 million in new investments to the Region.
- Reported on the Commissioners' Retreat Survey. She noted that the survey regarding a Commissioner retreat/orientation had been distributed and 11 of the surveys have been returned.

Treasurer's Report

Chairperson Dull presented for consideration the Treasurer's Report (attached to file minutes). Mr. Vaughn presented the Grant Expenditure Budget vs. Actual for July 2009 through June, 2010; and the Balance Sheet as of June 30, 2010. Mr. Dowrey moved, seconded by Mr. Friedman, to approve the Treasurer's Report as presented. Motion carried unanimously.

Presentation on the Highland Center

Chairperson Dull introduced and welcomed Ms. Betty Mitchell, Executive Director of the Highland Center. Ms. Mitchell welcomed everyone to the Highland Center and gave a brief history

on the Center, noting that the Center is a catalyst for cultural and economic development. She reported that the Highland Center houses 11 tenants and provides more than 70 hours of technical assistance and business counseling to small businesses and non-profit organizations throughout the year. She distributed copies of the Highland Center's 2009 Accomplishments (attached to file minutes). Ms. Mitchell offered a tour of the Highland Center following the meeting.

Sustainable Community Initiative (BAF #10-20)

Chairperson Dull presented for consideration Sustainable Community Initiative. Ms. Riedesel gave a brief review on the project. She noted that the U.S. Department of Housing and Urban Development (HUD), U.S. Department of Transportation (DOT), and the U.S. Environmental Protection Agency (EPA) announced an interagency partnership to promote sustainable communities. She stated that there is \$100 million in Federal funding available for regional planning grants under the Sustainable Communities Program. Ms. Riedesel said the Program will support metropolitan and multijurisdictional planning efforts that integrate housing, economic development, and transportation in a manner that empowers jurisdictions to consider the interdependent challenges of: (1) economic competitiveness and revitalization; (2) social equity, inclusion, and access to opportunity; (3) energy use and climate change; and (4) public health and environmental impact. She noted that Virginia Tech has agreed to take the lead on preparation of the grant application including the data and research needed and the CSPDC will submit the grant on behalf of the Region. Discussion ensued regarding the time frame, costs associated with the grant, and the need to hire staff if the grant is awarded. Based upon no cost to the CSPDC or its member localities, no obligation if the grant is not awarded to the Commission, and if the Commission can handle the execution of the grant if awarded, Mr. Friedman moved, seconded by Mr. Dowrey, to provide support for the Sustainable Community Initiative. Motion was carried by unanimous vote.

Budget Amendments (BAF #10-21)

Chairperson Dull presented for consideration Budget Amendments #10-19 through #10-24 (attached to file minutes). Ms. Wise gave a brief description on the Amendments. Mr. Vaughn moved, seconded by Ms. Collins, to approve Budget Amendments #10-19 through 10-24. The motion was carried by unanimous vote. The Budget Amendments are as follows:

- BA #10-19 - 310 SPARC Home Ownership Program. The purpose of this amendment is to update the budgeted amount with the actual funds received/disbursed during the year. (Pass-through funds).
- BA #10-20 - 110, 111, 113, 120 Year-End Budget Adjustments. The purpose of this amendment is to reallocate budget amounts for the general fund accounts per the actual expended during the fiscal year.
- BA #10-21 - 283 Sub-Regional Solid Waste Plan. This amendment is made to update the budget for the amount of a contract signed June 2010.
- BA #10-22 - 228 Rockbridge Planning Services. This amendment is to enter budget for expenses incurred/paid during the fiscal year.
- BA #10-23 - 440 Energy Grant. This amendment is for the pre-award performance fees for the Energy Grant per contract with DMME. Fees were incurred/paid during the fiscal year.
- BA #10-24 - 270 Broadway Planning Assistance. This amendment is made to enter budget for expenses incurred/paid during the fiscal year.

Revision to Personnel Rules & Regulations Re: Employment Categories (BAF #10-18)

Chairperson Dull presented for consideration Revision to Personnel Rules and Regulations Regarding Employment Categories. Ms. Riedesel gave a brief description on the Revision, noting that after careful review of the Commission's Personnel Rules and Regulations, revision is needed to more clearly define the types of employment categories, appointments and eligibility of employee benefits. She noted that this was discussed and approved by the Executive Committee at their June meeting. Mr. Beyeler moved, seconded by Ms. Hardbarger, to revise the Commission's Personnel Rules and Regulations Chapter 8, Section 3.09 – Types of Appointment, to better define the terms Permanent, Full-Time, Part-Time and Temporary Employment and to include eligibility of employee benefits (definitions attached to file minutes). Motion was carried by unanimous vote.

Commonwealth Intergovernmental Review Process (CIRP) (BAF #10-19)

Chairperson Dull presented for consideration CIRPs (attached to file minutes). Mr. Dowrey moved, seconded by Mr. Friedman, to endorse the staff recommendations on agenda items 9(A) through 9(G). Motion carried unanimously. They are as follows:

- A. Shenandoah Valley Regional Airport Commission. The Shenandoah Valley Regional Airport Commission has submitted an application for \$1,307,100 for Airline Terminal Upgrade. Staff recommends ratification of the Executive Director's endorsement letter.
- B. Total Action Against Poverty. Total Action Against Poverty (TAP) is requesting financial assistance for the purpose of conducting a homeowner assistance program in the Counties of Rockbridge and Bath through the USDA Rural Development Section 533 Housing Preservation Grant program for a total funding of \$129,962. Staff recommends endorsement of the project.
- C. Virginia Department of Environmental Quality (DEQ) for FY11-12 Virginia Development of Wetland Program Plan, Database Improvements and Continuing Monitoring Strategy for Virginia. DEQ has submitted the above application for a total funding of \$612,920. Staff recommends waiving comments.
- D. Virginia Department of Environmental Quality (DEQ) for VADEQ FY11-13 for Performance Partnership Grant. DEQ has submitted the above application for a total funding of \$48,610,224. Staff recommends waiving comments.
- E. Virginia Department of Environmental Quality (DEQ) for FY11-13 for Leaking Underground Storage Tank Program Grant. DEQ has submitted the above application for a total funding of \$4,510,500. Staff recommends waiving comments.
- F. Virginia Department of Environmental Quality (DEQ) for VADEQ FY11-13 for State Underground Storage Tanks Program. DEQ has submitted the above application for a total funding of \$3,988,427. Staff recommends waiving comments.
- G. Virginia Department of Environmental Quality (DEQ) for VADEQ Water Quality Management Plan. DEQ has submitted the above application for a total funding of \$421,000. Staff recommends endorsement of the project.

Adjournment

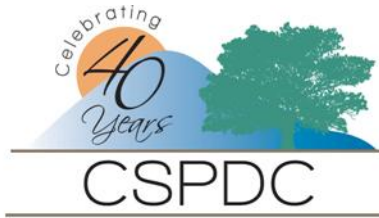
There being no further business to come before the Commission, Mr. Dowrey moved, seconded by Mr. Friedman, for adjournment at 6:45 p.m. to convene to the Highland Center tour.

Respectfully submitted,

Rita F. Whitfield, Administrative Assistant

Approved:

Secretary



Central Shenandoah Planning District Commission

October 8, 2010

MEMO TO: CSPDC Board of Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: October 18, 2010 Commission Meeting

The Central Shenandoah Planning District Commission will hold its meeting on Monday, October 18, 2010, 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. Minutes of August 16, 2010 Meeting
3. Reports
 - (A) Chairperson
 - (B) Executive Director (*EDR #10-5*)
 - (C) Treasurer
4. Presentation on Shenandoah Valley Regional Airport
 - *Greg Campbell, Executive Director*
5. Presentation on Project Impact Tenth Anniversary
 - *Rebecca Joyce, CSPDC Senior Planner*
6. Consideration of Budget Amendments (*BAF #10-22*)
7. Consideration of CSPDC Energy Policy (*BAF #10-24*)

8. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #10-23)
 - A) ARC Area Development Proposal for the Highland High School Energy Efficiency Project
 - B) Institute for Local Self-Reliance for Regional Approach to Increasing Food Waste Composting and C&D Debris Recovery in the Mid-Atlantic States
 - C) DEQ FY11-13 Performance Partnership Grant
9. Other Business
10. Adjournment

Next Meeting: Monday, December 6, 2010



Central Shenandoah Planning District Commission

Minutes
Central Shenandoah
Planning District Commission Meeting
112 MacTanly Place, Staunton, Virginia
October 18, 2010, 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 | | Claire Collins | ✓ | 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. | ✓ | Monica Plecker |
| | City of Harrisonburg | | William Vaughn, Treasurer | ✓ | Phil Alexander |
| | Carolyn Frank | | Donald Delaughter | | Others |
| ✓ | Richard Baugh | | City of Waynesboro | ✓ | Greg Campbell, Shenandoah Valley Regional Airport |
| ✓ | Stacy Turner | | Nancy Dowdy | ✓ | Calvin Trice, Staunton <u>Daily News Leader</u> |
| | Highland County | | Timothy Williams | ✓ | Jamison McCarty, Student |
| ✓ | Jerry Rexrode, Vice Chair | | | | |
| | City of Lexington | | | | |
| ✓ | Frank Friedman | | | | |

Call To Order

The October 18, 2010, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairperson Dull.

Minutes

Chairperson Dull presented for consideration the minutes from the August 16, 2010, Commission meeting. Mr. Friedman moved, seconded by Mr. Dowrey, to approve the minutes of the August 16, 2010, Commission meeting as presented. Motion carried unanimously.

Chairperson's Report

Under Chairperson's Report, Chairperson Dull announced that Timothy Williams has been appointed by the City of Waynesboro to serve as Waynesboro's elected representative on the CSPDC Board.

Chairperson Dull announced that the CSPDC is collecting non-perishable food for the Blue Ridge Area Food Bank. She stated that if anyone wished to contribute to please drop off donations at the Commission's office.

Executive Director's Report (EDR #10-5)

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

- Reported on the Shenandoah STARS (Strategies and Tools Aligned for Regional Sustainability) grant application submitted to HUD on behalf of the Region. She noted that unfortunately, we had not been selected to receive an award but a second round of funding may be available.
- Reported on the Request for Proposal (RFP) that was released for energy audit forms for the Shenandoah Valley Regional Energy Efficiency Project.
- Reported on the Appalachian Regional Commission (ARC) grant that the PDC submitted on behalf of Highland County for an energy efficiency project for Highland County School.
- Reported that VAPDC will be hosting a meeting of the State's agency heads on October 27th in Richmond to discuss cooperation/collaboration between the PDCs and State agencies.
- Presented a list of workshops and conferences for the months of October-December. Ms. Riedesel stated that if anyone wished additional information on any of the workshops or conferences listed, to please contact the CSPDC office.

Chairman Dull announced and encouraged everyone to attend a workshop on Marcellus Shale on October 28, 2010, at 10:00 a.m. in Winchester, Virginia.

Treasurer's Report

Chairperson Dull presented for consideration the Treasurer's Report (attached to file minutes). Ms. Wise presented the Grant Expenditure Budget vs. Actual for July 2010 through August, 2010; and the Balance Sheet as of August 31, 2010. Mr. Beyeler moved, seconded by Ms. Bullerdick, to approve the Treasurer's Report as presented. Motion carried unanimously.

Presentation on Shenandoah Valley Regional Airport

Ms. Riedesel welcomed and introduced Mr. Greg Campbell, Executive Director of the Shenandoah Valley Regional Airport. Mr. Campbell presented a PowerPoint presentation on the Shenandoah Valley Regional Airport's history and current and future activities. He stated that the Airport is convenient to Harrisonburg, Waynesboro, and Staunton, as well as Augusta and Rockingham counties in Virginia, and Interstates 81 and 64, and serves thousands of passengers each year for both business and pleasure.

Presentation on Project Impact Tenth Anniversary

Ms. Joyce gave a presentation on Shenandoah Valley Project Impact's (SVPI) Tenth Anniversary. She distributed copies of "Shenandoah Valley Project Impact – A Decade of Disaster Resistance" and gave a brief overview on SVPI, noting that this September, the Region's disaster preparedness and mitigation education program celebrated its tenth anniversary. Ms. Joyce noted that SVPI began in 2000, and was created and funded through a Federal Emergency Management Agency (FEMA) initiative. She stated that Project Impact provides a wide variety of education and outreach activities to teach and train citizens, businesses, and organizations to prepare for natural disasters and to develop a mitigation program that make the communities disaster resistant.

Budget Amendments (BAF #10-22)

Chairperson Dull presented for consideration Budget Amendments #11-1 through #11-4 (attached to file minutes). Ms. Wise gave a brief description on the Amendments. Mr. Dowrey moved, seconded by Mr. Lewis, to approve Budget Amendments as presented. The motion was carried by unanimous vote. The Budget Amendments are as follows:

- BA #11-1: #253, #256, #271, #276, #277, #279, #283, #289, #346 - The purpose of this multiple-account amendment is to update carryover balances from FY10. (Decrease budget by \$10,377.)
- BA #11-2: #249 Bicycle/Pedestrian Safety - The purpose of this amendment is to update the budget to reflect the amount of donations received for this project from outside sources. (Increase budget by \$1,473.)
- BA #11-3: #346 Citizen Corps Grant - This amendment updates the budget for the amount of a new grant received. (Increase budget by \$13,000.)
- BA#11-4: #510-560 HRMPO Highway and Transit Accounts - This amendment updates the budget to match the HRMPO budget amendment. (Decrease budget by \$14,591.)

Consideration of CSPDC Energy Policy (BAF #10-24)

Chairperson Dull presented for consideration the CSPDC Energy Policy (attached to file minutes). Mr. Alexander gave a brief description on the Policy, noting that the goal of the Policy is to increase awareness and improve the practices of smart and responsible energy consumption and waste management. Upon a question by Mr. Beyeler regarding "11.01-Heating and Cooling Policies and Procedures, (i) Use of personal heaters and AC units is discouraged", Ms. Riedesel stated that the wording would be revised. Mr. Friedman moved, seconded by Mr. Dowrey, to endorse the CSPDC Energy Policy. Motion carried unanimously.

Commonwealth Intergovernmental Review Process (CIRP) (BAF #10-23)

Chairperson Dull presented for consideration CIRPs (attached to file minutes). Mr. Floyd moved, seconded by Ms. Frye, to endorse the staff recommendations on agenda items 9(A) through 9(C). Motion carried unanimously. They are as follows:

- A. ARC Area Development Proposal for the Highland High School Energy Efficiency Project. Highland County has submitted an application for \$341,538 to the

Appalachian Regional Commission (ARC) to implement an energy efficiency retrofit project at the Highland High School. Staff recommends endorsement of the project.

B. *Institute for Local Self-Reliance for Regional Approach to Increasing Food Waste Composting and C&D Debris Recovery in the Mid-Atlantic States.* The Institute for Local Self-Reliance (ILSR) has submitted an application to US EPA Region III for Regional Approach to Increasing Food Waste Composting and C&D Debris Recovery in the Mid-Atlantic States for \$42,000. Staff recommends endorsement of the project.

C. *Virginia Department of Environmental Quality FY11-13 Performance Partnership Grant.* DEQ has submitted an application for \$48,610,224 for FY2011-13 Performance Partnership Grant (PPG). Staff recommends endorsement of the project.

Upon a question by Mr. Beyeler regarding agenda item 8(B), an application submitted by the Institute for Local Self-Reliance for Regional Approach to Increasing Food Waste Composting and C&D Debris Recovery in the Mid-Atlantic States, Ms. Riedesel stated that she would obtain additional information on the application.

Other Business

Under Other Business, Chairperson Dull announced that the next Full Commission meeting will be held on December 6, 2010, at the CSPDC office. She noted that the materials will be mailed prior to the December 6th meeting.

Mr. Beyeler expressed his appreciation for the CSPDC holding its August meeting at the Highland Center in Monterey and felt the CSPDC should continue rotating their meetings around the District. He also expressed his appreciation for the conference room table fall decorations.

Adjournment

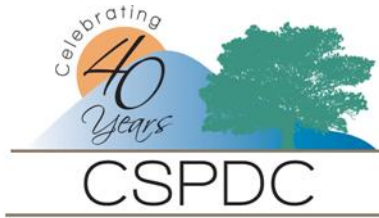
There being no further business to come before the Commission, a motion for adjournment by Mr. Beyeler, seconded by Mr. Friedman, was unanimously passed at 8:10 p.m. Motion was carried by unanimous vote.

Respectfully submitted,

Rita F. Whitfield, Administrative Assistant

Approved:

Secretary



Central Shenandoah Planning District Commission

November 29, 2010

MEMO TO: CSPDC Board of Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: December 6, 2010 Commission Meeting

The Central Shenandoah Planning District Commission will hold its meeting on Monday, December 6, 2010, **6:00** p.m., at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia.

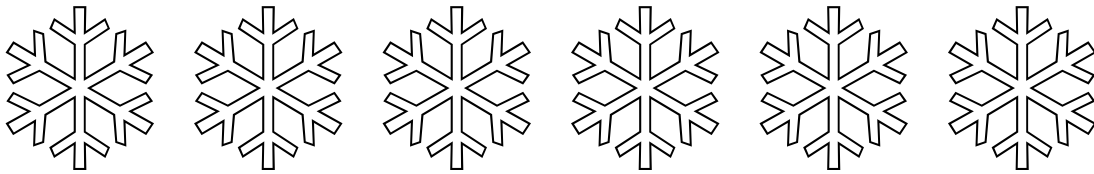
If you cannot attend this meeting, please call the Commission Office.

AGENDA

1. Call to Order
2. Minutes of October 18, 2010 Meeting
3. Reports
 - (A) Chairperson
 - *Presentations to Carolyn Frank and Frank Friedman*
 - (B) Executive Director (*EDR #10-6*)
 - (C) Treasurer
4. Presentation on Rockbridge Area Broadband
 - *Claire Collins, Rockbridge County Administrator*
5. Consideration of FY12 Per Capita Assessment Rate (*BAF #10-28*)
6. 2010-2011 Key Regional Strategic Initiatives (*BAF #10-27*)
 - *Elizabeth McCarty, Economic Development Planner*
7. Commonwealth Intergovernmental Review Process (CIRPS) (*BAF #10-29*)
 - A. CSPDC Application for 2011 ARC Grant
 - B. CSPDC Application for 2011 EDA Grant
 - C. American Rivers Application for Potomac Highlands River Restoration Project

8. Consideration of CSPDC Calendar for 2011 (*BAF #10-25*)
9. Other Business
 - *Better Models for Development in the Shenandoah Valley 2010*
 - *2011 Project Impact Calendars*
10. Adjournment

Next Meeting: Monday, February 7, 2011



CSPDC Program

Welcome

Guest Speaker:

The Honorable Emmett W. Hanger, Jr., Senate of Virginia

Planning Commissioner of the Year Award

Mr. Chris Wise, Rockbridge County

Door Prize Drawing

Reception



Central Shenandoah Planning District Commission

Minutes
Central Shenandoah
Planning District Commission Meeting
112 MacTanly Place, Staunton, Virginia
December 6, 2010, 6:00 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 | ✓ | Claire Collins | ✓ | 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. | ✓ | Monica Plecker |
| | City of Harrisonburg | | William Vaughn, Treasurer | ✓ | Phil Alexander |
| | Carolyn Frank | ✓ | Donald Delaughter | | Others |
| ✓ | Richard Baugh | | City of Waynesboro | ✓ | Honorable Emmett Hanger, Senate of Virginia |
| ✓ | Stacy Turner | ✓ | Nancy Dowdy | ✓ | Chris Wise, Rockbridge County Planning Commission |
| | Highland County | ✓ | Timothy Williams | ✓ | Calvin Trice, Staunton <u>Daily News Leader</u> |
| ✓ | Jerry Rexrode, Vice Chair | | | | |
| | City of Lexington | | | | |
| ✓ | Frank Friedman | | | | |

Call To Order

The December 6, 2010, Central Shenandoah Planning District Commission meeting was called to order at 6:05 p.m. by Chairperson Dull.

Minutes

Chairperson Dull presented for consideration the minutes from the October 18, 2010, Commission meeting. Mr. Friedman moved, seconded by Mr. Beyeler, to approve the minutes of the October 18, 2010, Commission meeting as presented. Motion carried unanimously.

Chairperson's Report

Under Chairperson's Report, Chairperson Dull introduced and welcomed Timothy Williams, City of Waynesboro's elected representative on the CSPDC Board.

Chairperson Dull presented plaques to Ms. Frank and Mr. Friedman for their outstanding leadership and notable service to the Planning District Commission and to the people of the District, shown during their terms as Commissioners.

Executive Director's Report (EDR #10-6)

Ms. Riedesel reviewed the Executive Director's Report (attached to file minutes). She stressed that she was impressed with 1) the number of accomplishments that the Commission made in this very challenging and trying economy; and 2) the diversity of the programs and projects the Commission is involved in. Ms. Riedesel noted that this year, the Commission applied for or assisted with \$9,688,352 in grants and received approval thus far of \$8,073,737 in grant funding for the Region. She credited these accomplishments to the strong partnerships and support received from the local governments, the leadership provided by the Board of Commissioners, and the dedicated staff at the CSPDC.

Ms. Dowdy thanked everyone for a wonderful job this year.

Treasurer's Report

Chairperson Dull presented for consideration the Treasurer's Report (attached to file minutes). Ms. Wise presented the Grant Expenditure Budget vs. Actual for July 2010 through September, 2010; and the Balance Sheet as of September 30, 2010. Mr. Lewis moved, seconded by Ms. Dowdy, to approve the Treasurer's Report as presented. Motion was carried by unanimous vote.

Presentation on Rockbridge Area Broadband

Chairperson Dull welcomed and introduced Ms. Collins who gave a presentation on the Rockbridge Area Broadband. She stated that she was excited to announce the Rockbridge Area Network Authority (RANA) had received a grant from the National Telecommunications and Information Administration (NTIA) funding for the Rockbridge Broadband Initiative Project for \$6,993,399 to expand high-speed Internet access in Rockbridge County. Ms. Collins noted that the fiber-optic broadband network will cover the entire community, reaching as far north as Goshen and south to Natural Bridge. It will link institutions including fire, rescue, hospitals, schools, libraries, police and sheriff's departments, and government offices and will provide the "backbone" for businesses and residences to link to for services. She reported that the broadband project will facilitate more affordable and accessible broadband service for up to 13,900 households and 1,300 businesses and reported on the opportunities it will provide.

Consideration of FY12 Local Assessment Rate (BAF #10-28)

Chairperson Dull presented for consideration FY Local Assessment Rate. Ms. Riedesel gave a brief review on the Assessment Rate, noting that for FY12, the member locality assessment remains the same as the current fiscal year. She reported on the need for the Assessment Rate, noting that the Assessment Rate is used to meet critical matching requirements of Federal and state grants; keeping the Commission office functioning; and responding to the jurisdictions' needs when they require the Commission's assistance. Ms. Riedesel noted that the Executive Committee had reviewed this at their November meeting and recommended approval of the Assessment Rate. Mr. Friedman moved, seconded by Ms. Dowdy, to approve the FY12 Local Assessment Rate. Ms. Turner stated that she would have to oppose the motion due to the fact that the City of Harrisonburg did not fund the entire assessment rate last year and at this time she was unsure if the full amount would be funded for FY2011. Motion carried.

Key Regional Strategic Initiatives for 2010-2011 (BAF #10-27)

Chairperson Dull presented for consideration the Key Regional Strategic Initiatives (KRSI) for 2010-2011. 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 to keep the Strategic Initiatives updated and useful, the Boards of the SVP and the CSPDC are requested to review and approve the Strategic Initiatives each year. She noted that this year, there are no changes. Ms. Collins moved, seconded by Mr. Baugh, to approve the 2010-2011 Regional Strategic Initiatives as presented in Attachment I (attached to file minutes). Motion carried unanimously.

Commonwealth Intergovernmental Review Process (CIRP) (BAF #10-29)

Chairperson Dull presented for consideration CIRPs (attached to file minutes). Mr. Friedman moved, seconded by Mr. Floyd, to endorse agenda items 7(A) through 7(C). Motion was carried by unanimous vote. They are as follows:

- A. CSPDC Application for 2011 ARC Funds. The CSPDC has submitted an application to the Appalachian Regional Commission (ARC) for \$80,008 in ARC funding. 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 2011 EDA Funds. The CSPDC has submitted an application to Economic Development Administration (EDA) for \$70,000 EDA funding. Major work elements include comprehensive updating of the Comprehensive Economic Development Strategy, maintaining and updating the Regional Data Center, development of various economic development related statistical reports, etc.
- C. American Rivers Application for Potomac Highlands River Restoration Project. American Rivers has submitted an application for Potomac Highland River Restoration Project for a total funding of \$2,400,000.

Consideration of CSPDC Calendar for 2011 (BAF #12-25)

Chairperson Dull presented for consideration the CSPDC Calendar for 2011 (attached to file minutes). Ms. Riedesel briefly reviewed the meeting schedule for 2011 for the Executive Committee and Full Commission meetings. Mr. Beyeler moved, seconded by Mr. Friedman, to approve the 2011 CSPDC Calendar as presented. Motion carried unanimously.

Other Business

Under Other Business, Ms. Riedesel reported on a publication produced by the Valley Conservation Council entitled "Better Models for Development in the Shenandoah Valley 2010." She stated that she had copies available for anyone who wanted a copy.

Ms. Joyce distributed copies of the 2011 Shenandoah Valley Project Impact Calendars. She stated that if anyone wanted additional copies to please let her know.

Adjournment

There being no further business to come before the Commission, a motion for adjournment by Mr. Beyeler, seconded by Mr. Dowrey, was unanimously passed at 7:38 p.m. Motion was carried by unanimous vote.

The Commission subsequently reconvened for the guest speaker, the Honorable Emmett W. Hanger, Jr., Senate of Virginia; and to present the Planning Commissioner of the Year Award to Mr. Chris Wise, Rockbridge County Planning Commission.

Respectfully submitted,

Rita F. Whitfield, Administrative Assistant

Approved:

Secretary