



Minutes
Central Shenandoah Planning District Commission Meeting
BRITE Transit Facility, Fishersville, VA
February 7, 2022, 7:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
	Butch Wells	✓	Carolyn Dull, Vice Chair	✓	Bonnie Riedesel, Executive Director
✓	Pam Carter	✓	Sharon Angle	✓	Elizabeth McCarty, Deputy Director
	Vickie Moran		Rockbridge County	✓	Ann Cundy, Director of Transportation
✓	Leslie Tate		Jay Lewis	✓	Jeremy Crute, Regional Planner
	Bath County	✓	Chris Slaydon	✓	Devon Thompson, Transit Planner
✓	Edward Hicklin		Rockingham County	✓	Manas Ranjan, Transportation Planner
	City of Buena Vista		Steven Schofield	✓	Olivia Raines, Housing Program Manager
	Billy Fitzgerald	✓	Dewey Ritchie	✓	Grace Blanchard, Regional Planner
	City of Harrisonburg	✓	Rhonda Cooper	✓	Rita Whitfield, Office Manager
✓	Laura Dent		Vacant	✓	Paula Melester, Regional Planner
✓	George Hirschmann, Secretary		City of Waynesboro	✓	Terry Eckhout, Interim Finance Director
✓	Adam Fletcher	✓	Terry Short, Treasurer	✓	Hunter Moore, Regional Planner/GIS Coordinator
	Highland County		Vacant		Others
✓	David Blanchard			✓	Stephen King, Rockingham County
	City of Lexington			✓	Greg Campbell, Shenandoah Valley Airport
✓	Frank Friedman, Chair				

Call to Order

Due to rising COVID-19 cases, a 30-day state of emergency in Virginia was declared on January 10, 2022. In light of this emergency, the February 7, 2022, CSPDC Commission meeting was conducted via video conferencing using Zoom. The February 7, 2022, meeting of the CSPDC was called to order at 3:00 p.m. by Chairperson Frank Friedman.

Public Comment

Chairman Friedman opened the floor to the public for comments. There were no public comments.

Minutes

Chairperson Friedman presented the minutes from the December 20, 2021, CSPDC Commission meeting. Ms. Dull moved, seconded by Mr. Hirschmann, to approve the minutes by majority with Ms. Tate, Ms. Cooper, Ms. Dull, and Mr. Fletcher abstaining due to their being absent at that meeting. Motion carried.

Chairman's Report

Chairperson Friedman introduced and welcomed Mr. Greg Campbell, Executive Director of the Shenandoah Valley Regional Airport (SHD). He announced that Mr. Campbell was appointed by the Governor as the next Director of the Virginia Department of Aviation (DOAV) and will begin his new role on February 14, 2022. Commissioners expressed their appreciation to Mr. Campbell for his service to the community and wished him well in his new role with DOAV. Mr. Campbell stated that he was excited to be the next Director for DOAV and to use the experience gained over his three decades at the Airport to advance aviation across the state. He expressed his appreciation to the district and the CSPDC for the partnership he had.

Executive Director's Report

Under Executive Director's Report, Ms. Riedesel reported on several staff items. She announced that Lee Bell, Finance Director, had resigned, effective January 21st, and Terry Eckhout is serving as Interim Finance Director on a part-time basis. Ms. Riedesel announced that the Commission has hired Gin Chandler as the new Finance Director, and she will start on February 16th. She introduced and welcomed Jeremy Crute, new Planner for the CSPDC.

Ms. Riedesel announced that the Commission has entered into a contract with the Virginia Department of Health's Office of Drinking Water to assist them with administering two ARPA grant projects in the region. She noted that one project is in the Town of Craigsville for water line replacement and upgrades, and the other is in Madison Run Terrace in Rockingham County for leak detection and water line repairs and upgrades.

Ms. Riedesel stated that several weeks ago, she received a call from Pete Huber, Alleghany County Administrator, inquiring on behalf of the Alleghany Board of Supervisors about joining the CSPDC as a member jurisdiction. She noted that Alleghany County is a member of the Roanoke Valley Alleghany Regional Commission. Ms. Riedesel stated that dual membership in two PDCs is not unheard of as there are six localities in Virginia that belong to two PDCs. She noted that the logistics are rather complicated and would require a Charter change by the Commission. Ms. Riedesel suggested a meeting with members of the Alleghany Board of Supervisors and the CSPDC Executive Committee to discuss this request further. She stated that ultimately, it will be the decision of the Commission.

Ms. Riedesel asked Ms. Raines to give an update on the CSPDC Housing Development Program. Ms. Raines reported on the CSPDC Housing Development Program and the Regional Housing Study. She stated that the Housing Development Program is Virginia Housing's pilot program which awarded the PDC \$2 million to provide gap funding to affordable housing developers. Ms. Raines noted that the RFP for developers seeking gap funds for proposed affordable housing developments closed on February 3rd, and 14 applications across five localities were received. She stated that PDC staff is reviewing applications and plans to announce funding decisions in March. Upon a question regarding how the allocated funds would be distributed, Ms. Raines reviewed the criteria and the selection process. She reported on the Regional Housing Study, noting that the PDC is applying for Virginia Housing Community Impact Grant funds to fund a regional housing study. If funded, this study will kick off in May 2022, and will be completed by 2024. Ms. Raines stated that the CSPDC is co-applying with the Virginia Center for Housing and applications will be submitted soon.

Treasurer's Report

Chairperson Friedman presented for consideration the Treasurer's Report for November 2021 (attached to file minutes). Mr. Short gave a review on the Treasurer's Report, noting that the CSPDC's financial position remains strong. Ms. Eckhout reviewed the balance sheet and income statement. Mr. Short moved, seconded by Ms. Tate, to approve the Treasurer's Report as presented. Motion carried unanimously.

Around the Region Presentations by CSPDC Commission Members

Chairperson Friedman presented Around the Region Presentations by CSPDC Commission Members. He asked if anyone wished to present on any significant projects occurring in their respective locality; use of locality's American Rescue Plan Act (ARPA) funds. The following reported:

- Mr. Stephen King, Rockingham County Administrator, reported on the County's utilization of CARES Act and ARPA funds. He reported on two specific initiatives moving forward: Broadband and Fire and Rescue. He announced that Rockingham County and Augusta County partnered with six other localities in the Northern Shenandoah region and applied and was awarded a Virginia Telecommunication Initiative (VATI) Broadband grant award to provide universal fiber to the home broadband to unserved areas of the County. Mr. King reported on funding for addressing fire and rescue staffing, and purchasing of building facilities and equipment.
- Ms. Carolyn Dull reported on the City of Staunton's ARPA funding, in which Staunton is recommending splitting investments between capital projects and community outreach support programs, and City operational needs. She noted that the City will then consider adjusting the second portion of ARPA funds in response to community and City needs at that time and reported on requests from staff and various organizations.
- Mr. Chris Slaydon reported on Rockbridge County's VATI Broadband grant, noting that unfortunately, the County was not successful in their application for VATI funds this round. He reported on a water and sewer capacity study that the County had allocated ARPA funds towards and reviewed the critical areas the study would focus on. Mr. Slaydon stated that the remaining funds will be determined moving forward, but will potentially focus on infrastructure improvements such as additional water and sewer projects.
- Mr. Adam Fletcher reported on several development projects in the City of Harrisonburg area. He reported on the Comprehensive Housing Assessment Marketing Study, noting that it was completed last year, and gave a review on affordable and general housing needs and multi-family projects in the City. Ms. Laura Dent reported on the ARPA process, noting that City Council has officially approved the construction of a new fire house station. She reviewed the benefits of a new fire station, the community engagement process, and community needs. Mr. Hirschmann reported on the distribution of ARPA and CDBG funds, and the homeless population. He noted that the homeless population is increasing in the City, and the City is currently working on policies and procedures to help support the homeless population.
- Ms. Leslie Tate reported on ARPA funding for Augusta County. She announced that the County received the VATI grant to provide broadband to unserved areas of the County. Ms. Tate reported that Augusta County was looking into the possibility of relocating the Augusta County Emergency Communications Center (ECC) department in order to provide additional needed space.

- Mr. Terry Short reported on ARPA funding for the City of Waynesboro. He noted that the City was looking at utilizing funding for premium pay for employees for their service and dedication through a very difficult time, an Enterprise Quality of Life project, funding allocation for a water tank, a fire substation on the west end of Waynesboro, and other eligible priorities.
- Mr. Edward Hicklin reported on ARPA funding for Bath County. He noted that the County received a VATI Broadband grant to build broadband fiber to locations in the Bath County area. He reported on tourism in Bath County, noting that the County was in the process of developing a new Tourism Board, and hoped to hire a Tourism Director in the near future. Mr. Hicklin reported on the Homestead, noting that they were currently in the process of renovating the hotel, and the renovation of the Warm Springs pools.
- Mr. David Blanchard reported on ARPA funding for Highland County, noting that the County also received a VATI Broadband grant to achieve universal coverage for broadband in the County. He reported on the challenges of providing emergency services to the County.

FY23 DRPT Grant Applications – Ann Cundy, Director of Transportation

Chairperson Friedman presented FY23 Department of Rail and Public Transportation (DRPT) Grant Applications for transit and commuter assistance. Ms. Cundy gave a review on the grant applications, noting that each year, the CSPDC applies to DRPT to fund BRITE Transit and the RideShare commuter assistance program. She noted that the CSPDC has also applied for an additional year of demonstration grant funding from DRPT for the Afton Express commuter bus. Ms. Cundy reviewed the localities each program serves, the scoring process, and the total amount of funding that the CSPDC has requested.

Election of CSPDC Executive Committee (Board Memo #22-1)

Chairperson Friedman presented the election of the CSPDC Executive Committee. Ms. Riedesel gave an update on the election of the Executive Committee members, stating that the current terms of the CSPDC's Executive Committee members will expire June 30, 2022. She stated that the Executive Committee consists of seven Commissioners, each from a different member jurisdiction, and reviewed the election process. Ms. Riedesel noted that several Commission members terms will also expire June 30, 2022. She stated that each jurisdiction will be contacted in regards to expiring Commission member terms, and information regarding the election of the Executive Committee.

Other Business

Under Other Business, Ms. Riedesel presented for consideration a Commonwealth Intergovernmental Review Process (CIRP) application submitted by the Advancement Foundation. She gave a brief review on the project, noting that the application is for \$700,000 in grant funding through the Appalachian Regional Commission's (ARC) Area Development Assistance program for an Agricultural Innovation Center in Buena Vista. Ms. Tate moved, seconded by Ms. Dent, to endorse the project. Motion carried unanimously.

Adjournment

There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 6:05 p.m.

Respectfully submitted,

Rita F. Whitfield
Clerk to the Commission

Approved:

George Hirschmann
CSPDC Secretary