



January 29, 2024

**MEMO TO:** CSPDC Commissioners  
**FROM:** Bonnie S. Riedesel, Executive Director  
**SUBJECT:** February 5, 2024, CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold a meeting on **Monday, February 5, 2024, 6:00 p.m., via Zoom Video Conferencing**. Please contact Rita Whitfield at 540-885-5174 ext. 101 or email [rita@cspdc.org](mailto:rita@cspdc.org) to let me know if you will be able to participate.

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### AGENDA

1. Call to Order
2. Public Comment
3. Minutes of October 16, 2023, CSPDC Commission Meeting\*
4. Reports
  - A) Chairperson
  - B) Executive Director
  - C) Treasurer\*
5. Recognition of New Commissioners
  - *Henry Budzinski, Highland County*
6. Rockbridge Region General Aviation Airport Resolution (BAF #24-1)\*
  - *Buster Lewis, Rockbridge County*
7. Update on Executive Director Search
  - *Jim Youngquist, SouthEast Regional Directors Institute (SERDI)*
8. Other Business
9. Adjournment

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\*Action Needed

**Next CSPDC Commission Meeting: Monday, April 15, 2024**



**Minutes**  
**Central Shenandoah Planning District Commission Meeting**  
**112 MacTanly Place, Staunton, VA**  
**October 16, 2023, 7:00 p.m.**

<b>Member Jurisdiction Representatives</b>				
	<b>Augusta County</b>		<b>City of Staunton</b>	<b>Staff</b>
	Butch Wells		Amy Darby	✓ Bonnie Riedesel, Executive Director
✓	Pam Carter		Sharon Angle	✓ Elizabeth McCarty, Deputy Director
✓	Vickie Moran		<b>Rockbridge County</b>	✓ Ann Cundy, Director of Transportation
✓	Julia Hensley	✓	Jay Lewis	✓ Jeremy Crute, Regional Planner
	<b>Bath County</b>	✓	Chris Slaydon	✓ Olivia Raines, Housing Program Manager
	Edward Hicklin		<b>Rockingham County</b>	✓ Devon Thompson, Transit Planner
	<b>City of Buena Vista</b>	✓	Sallie Wolfe-Garrison	✓ Steve Bolster, Regional Planner
✓	Billy Fitzgerald		Rhonda Cooper, Secretary	✓ Ansley Heller, Transportation Planner
	<b>City of Harrisonburg</b>		Kim Sandum	✓ Ethan Riley, Finance Director
	Laura Dent			✓ Paula Melester, Regional Planner
	Monica Robinson		<b>City of Waynesboro</b>	✓ Joshua Smoot, Regional Planner
	Adam Fletcher		Terry Short, Treasurer	✓ Rita Whitfield, Office Manager
	<b>Highland County</b>		Jim Shaw	✓ Allyson Finchum, Program Specialist
✓	David Blanchard, Chair			<b>Others</b>
	<b>City of Lexington</b>			✓ Megan Argenbright, Brown Edwards & Co.
✓	Frank Friedman, Vice Chair			✓ Lee Ann Whitesell, SVCAL
				✓ Deborah Flippo, SVP

**Call to Order**

The October 16, 2023, Central Shenandoah Planning District Commission (CSPDC) meeting was called to order at 7:00 p.m. by Chairperson David Blanchard. Pursuant to §2.2-3708.2 of the Code of Virginia, CSPDC members may participate in meetings of the CSPDC or its committees through electronic communication means. Those who attended virtually are indicated by an asterisk; all others attended in-person.

**Public Comment**

Chairperson Blanchard opened the floor to the public for comments. There were no public comments.

## **Minutes**

Chairperson Blanchard presented the minutes from the August 21, 2023, CSPDC Commission meeting. Mr. Fitzgerald moved, seconded by Ms. Carter, to approve the minutes as presented. The motion was carried by unanimous vote.

## **Chairperson Report**

Under Chairperson's Report, Chairperson Blanchard introduced and welcomed Ms. Julia Hensley, new representative for Augusta County.

## **Executive Director's Report**

Under Executive Director's Report, Ms. Riedesel announced that Elizabeth McCarty has resigned her position as Deputy Director with the CSPDC, effective October 18<sup>th</sup>. She introduced and welcomed Allyson Finchum, new CSPDC Program Specialist.

## **Treasurer's Report**

Chairperson Blanchard presented for consideration the Treasurer's Report (attached to file minutes). Mr. Riley gave a report on the August 31, 2023 Financial Statements, noting that the CSPDC's financial position remains strong. He reviewed the Balance Sheet, noting that at the end of August, receivables were down 47% relative to the year-end balance, due to reimbursements backlog. Mr. Riley reported on the Income Statement, noting that the revenue year to date is \$1,177,024. Vice Chairperson Friedman moved, seconded by Mr. Fitzgerald, to approve the Treasurer's Report as presented. The motion carried unanimously.

## **Consideration of CSPDC Audit Report for FY23**

Chairman Blanchard presented the FY23 CSPDC Audit Report. Ms. Riedesel introduced and welcomed Megan Argenbright, CPA, Brown Edwards and Company, LLP. Ms. Argenbright gave a review on the FY23 Audit Report, noting that Brown Edwards and Company audited the financial statements of the governmental activities and each major fund of the CSPDC for the year ended June 30, 2023. She gave a review on the Comments on Internal Control and Other Suggestions, and reviewed the Summary of Auditor's Results, noting that there were no instances of noncompliance in material or no significant deficiencies to the financial statements. Ms. Argenbright reported that the Audit includes an "unmodified" opinion on the financial statements, which is the highest opinion you can receive. Chairperson Friedman moved, seconded by Mr. Fitzgerald, to accept the CSPDC FY23 Audit Report as presented. Motion carried unanimously.

## **Presentation on Shenandoah Valley Center for Advanced Learning (SVCAL) GO2Work Project and GO Virginia Region 8 Growth & Diversification Plan**

Ms. McCarty introduced and welcomed Ms. Lee Ann Whitesell, Director, SVCAL, and Deborah Flippo, Executive Director, GO Virginia Region 8. Ms. McCarty stated that the CSPDC is part of GO Virginia Region 8, which also includes the Northern Shenandoah Valley Regional Commission. Ms. Flippo presented a PowerPoint presentation on GO Virginia, noting that the Growth & Opportunity Fund in Virginia, created by the General Assembly in 2016, is an economic development initiative that incentivizes collaboration between private industry, higher education, and government to produce results that will grow and diversify the regional economies, and ultimately the Commonwealth. She reviewed how activities at the Regional Council level are connected to GO Virginia projects and their impact on residents and businesses in the area, and reviewed the application process.

Ms. Whitesell presented a PowerPoint presentation on SVCAL, noting that SVCAL includes Valley Career and Technical Center (VCTC) and Shenandoah Valley Governor's School (SVGS). She reviewed how GO Virginia funds are helping to get students ready for high demand jobs in the region, particularly in the manufacturing and transportation sectors. Ms. Whitesell reviewed the three sequential steps to developing talent in the area, the accomplishments for 2021-23, and SVCAL goals. She distributed copies of a handout presenting information regarding SVCAL (attached to file minutes).

#### **Consideration of Comprehensive Economic Development Strategy (CEDS) (BAF #23-11)**

Chairperson Blanchard presented the CSPDC Comprehensive Economic Development Strategy (CEDS). Mr. Crute gave a review on CEDS, noting that the CSPDC is a designated Economic Development District (EDD) under the Economic Development Administration (EDA), U.S. Department of Commerce. He stated that every EDD is required to have a CEDS plan, which is a strategy-driven plan for regional economic development. Mr. Crute noted that the CSPDC Board serves as the CEDS Committee. He stated that the CEDS planning process requires a revision of the CEDS every five years, based upon broad-based public and private sector participation to set forth goals and objectives in support of regional development activities. Mr. Crute noted that the updated CEDS defines a renewed Vision for the region, along with revised goals, objectives, and strategies that were determined through the stakeholder engagement process. He reviewed the primary areas of focus over the next five years which includes: 1) Workforce Development; 2) Business Attraction and Retention; 3) Housing; 4) Placemaking and Community Building; and 5) Resilience. Mr. Crute noted that the CEDS was released for a 30-day public comment period and no comments have been received. Vice Chairman Friedman moved, seconded by Ms. Hensley, for approval of the CSPDC CEDS. Motion was carried by unanimous vote.

#### **Additional State Funding for Planning District Commissions (Board Memo #23-6)**

Chairperson Blanchard presented Additional State Funding for Planning District Commissions. Ms. Riedesel stated that the Virginia Association of Planning District Commissions (VAPDC) is seeking an additional \$150,000 per PDC/per year for PDCs in the Governor's FY25/26 budget to be introduced in December. She noted that the increased funding would be used to extend PDC staff capacity to assist the State on joint work; to execute regional projects and plans; and to help create more efficiencies in how local citizens are served. Ms. Riedesel reviewed the importance and role of PDCs to state and local agencies, noting that with an unprecedented amount of federal grant funding available, additional resources for PDCs will help bring these dollars to the State and regions. She reviewed the VAPDC letter of request that was submitted to Governor Youngkin, noting that each PDC is asking their localities to submit a similar letter by November 17, 2023, to the Governor supporting increasing the state base funding for PDCs to be included in the next state budget.

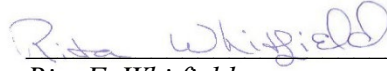
#### **Intergovernmental Review of Federal Programs (Board Memo #23-5)**

Chairperson Blanchard stated that the list of Intergovernmental Reviews of Federal Programs was submitted to each member in the packet prior to the meeting and required no action (list attached to file copy).

**Adjournment**

Chairperson Blanchard announced that the next Commission meeting will be held on Monday, December 18, 2023. There being no further business to come before the Commission, Mr. Lewis moved, seconded by Mr. Fitzgerald, for adjournment at 8:10 p.m. The motion was carried by unanimous vote.

Respectfully submitted,



*Rita F. Whitfield*

*Clerk to the Commission*



January 29, 2024

**TO:** CSPDC Commissioners

**FROM:** Bonnie S. Riedesel, Executive Director

**RE:** Board Action Form: #24-1  
Rockbridge Region General Aviation Airport Feasibility Study

**Recommendation:**

Endorse the Resolution of Support for the Rockbridge Region General Aviation Airport Feasibility Study.

**Executive Summary:**

The Rockbridge region is exploring the possibility of a General Aviation Airport in the area. The Virginia Department of Aviation and the Federal Aviation Administration have funding for planning, which may provide on a cost-sharing basis for a feasibility study, which, in turn, would provide for an in-depth analysis of the potential project, a market condition analysis, an in-depth look at competition, and recommendations for a site.

The Virginia Department of Aviation has identified a “gap” in aviation services in the Rockbridge region and considers the Rockbridge region an underserved community and recognizes the important economic benefits that a General Aviation Airport would bring to the region. The Rockbridge region has garnered the support of many community and economic development organizations, higher education institutions, and private business and industry.

The Central Shenandoah Planning District Commission (CSPDC) will assist Rockbridge County, the City of Buena Vista, and the City of Lexington, with this initiative by seeking and applying for state and federal funding to conduct a feasibility study and administering the planning grant(s), if awarded.

**Enclosures:**

- Resolution of Support



## **RESOLUTION OF SUPPORT For Rockbridge Area General Aviation Airport Feasibility Study**

**WHEREAS**, the Rockbridge Region is interested in exploring opportunities for a General Aviation Airport in the area;

**WHEREAS**, the Rockbridge Region understands the important economic benefits that a General Aviation Airport would bring to the Region; *including but not limited to:*

- Support for business and manufacturing in the area;
- Allow for critical medical transport and air ambulance services;
- Provide facilities for aerial firefighting, search and rescue, and law enforcement;
- Provide training opportunities for flight school and aviation technology workforce training;
- Support overnight and just-in-time delivery;
- Accommodate agricultural and forestry operations;
- Encourage educational programs; and
- Enhance outdoor recreation and tourism opportunities.

**WHEREAS**, the Rockbridge Region has garnered the support of many community and economic development organizations, four (4) institutions of higher education, and private business and industry;

**WHEREAS**, the Virginia Department of Aviation through the Virginia Air Transportation System Plan (VATSP) has identified a “gap” in aviation services in the Rockbridge Region and considers the Rockbridge Region an underserved community;

**WHEREAS**, the Virginia Department of Aviation and the Federal Aviation Administration have eligible funding for planning, which may provide on a cost-sharing basis for a feasibility study, which, in turn, would provide for an in-depth analysis of the potential project, a market condition analysis, an in-depth look at competition, and recommendations for a site selection analysis;

**WHEREAS**, the Central Shenandoah Planning District Commission, the leading public planning entity in the region serving the 21 communities in the district, wishes to assist Rockbridge County, the City of Buena Vista, the City of Lexington, the Town of Glasgow and the Town of Goshen, with this initiative;

**NOW THEREFORE, BE IT RESOLVED**, the Central Shenandoah Planning District Commission shall seek and apply for state and federal funding to conduct a feasibility study for a General Aviation Airport and to administer the planning grant(s) for the feasibility study, if awarded.

Adopted this 5<sup>th</sup> day of February 2024.

Attest:

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Frank Friedman  
Vice Chairperson

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Bonnie Riedesel  
Executive Director