

WEST PIEDMONT PLANNING DISTRICT COMMISSION MINUTES

of the
March 28, 2019 Meeting

held at the
Commission Office
1100 Madison Street, Martinsville, VA
at 7:00 p.m.

PRESENT

FRANKLIN COUNTY

Leland Mitchell
David Thorp

PATRICK COUNTY

Rickie Fulcher, Vice-Chairman
Jerry Adams

HENRY COUNTY

Jim Adams, Chairman
Wes George

MARTINSVILLE

Kathy Lawson, Treasurer
Jennifer Bowles
Joe Martin

PITTSYLVANIA COUNTY

Greg Sides

DANVILLE

Bryce Simmons

ROCKY MOUNT

Ralph A. Casey

ABSENT

Tim Tatum, Franklin County
Tommy Slaughter, Henry County
Karl Weiss, Patrick County
Ron Scarce, Pittsylvania County
Ben Farmer, Pittsylvania County
Fred Shanks, Danville

STAFF

David Hoback, Executive Director
Leah Manning, Deputy Director
Jacob Bullins, Administrative Assistant/Bookkeeper
Joe Bonanno, Regional Planner

1. **Call to Order and Welcome**

The Chairman called the meeting to order at 7:00 p.m. and welcomed all.

2. **Regional Forum Opportunity – Comments from the Public**

There were none.

3. **Points Arising from Previous Meetings**

There were no points from previous meetings to be discussed.

4. **Consent Agenda Items:**

a) **Confirmation of Minutes of the February 28, 2019 Meeting—WPPDC/M(19)1**

b) **Treasurer's Report – February 28, 2019—WPPDC/P(19)14**

Mr. Casey made a motion, seconded by Mr. Simmons, to approve the Consent Agenda Items as presented. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to approve the Consent Agenda, as presented.

5. **Consideration of Approval of the 2019 Annual Report of the Comprehensive Economic Development Strategy of the West Piedmont Planning District—WPPDC/P(19)15; Resolution WPPDC 2019-3**

The Planning District Commission staff had worked with local government administrators and staffs, local economic and workforce development organizations, CEDS Committees, and other key stakeholders to develop the ***Regional Comprehensive Economic Development Strategy--2019 Annual Report*** to maintain the region's eligibility for receipt of funding through the U.S. Department of Commerce, Economic Development Administration. Developed using the publication entitled "Comprehensive Economic Development Strategy (CEDS) Content Guidelines: Recommendations for Creating an Impactful CEDS" published in January 2015 by the Economic Development Administration, the document included a list of regional economic development goals and prioritized projects approved and submitted by the individual local governing bodies of the Planning District. In addition, the report included the following chapters: *Development Strategy, The District and Its Economy, Resiliency, and Implementation Plan*, along with a Regional Vision, SWOT Analysis, and Regional Profile. In accordance with EDA's Regulations and Guidelines, the CEDS included an Evaluation Component, previously approved at the February 28, 2019 Board meeting, which set forth a Program Evaluation for April 1, 2018 – March 31, 2019 and an Implementation Plan for April 1, 2019 – March 31, 2020. This component would serve as an evaluation tool for the implementation/action plan set forth in the document. In addition, a supplemental document was developed to accompany the 2019 CEDS and included key elements from the full report such as the regional vision, goals and strategies, the SWOT analysis, and the regional report card, to name a few.

The Deputy Director recognized that this marked the close of the 30-day public comment period through the public participation process and no comments had been received from the general public. She noted only a few minor revisions had been made including a project description change for the City of Danville's Center for Manufacturing Advancement. Public notices had been advertised in the local newspapers within the region as well as distribution and availability of the 2019 CEDS in local government offices and the main branches of local libraries across the district. In addition, the 2019 Annual Report was posted on the PDC's website at www.wppdc.org and the PDC requested posting on each local government's site.

At its earlier session, the Executive Committee had voted unanimously to recommend that the Board approve by resolution the 2019 CEDS Annual Report for submission to EDA. In addition, both the CEDS Committee and the CEDS Working Committee had unanimously approved the 2019 CEDS at the February 22, 2019 meeting, with a recommendation that the Board approve it as well.

Mr. Thorp made a motion, seconded by Mr. Jerry Adams, to accept the recommendation of the Executive Committee to approve by Resolution WPPDC 2019-3, the 2019 CEDS Annual Report. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to approve by resolution (copy attached) the 2019 CEDS Annual Report for submission to the U.S. Department of Commerce, Economic Development Administration.

6. **Consideration of Resolution of Approval for Scope of Work for the Rural Transportation Planning Assistance Program for FY 2020--WPPDC/P(19)16; Resolution WPPDC 2019-4**

The Executive Director reported that staff had prepared a draft Scope of Work that needed to be submitted along with a project budget, cover letter, and resolutions to serve as the Commission's application for funds under the basic assistance portion of the Virginia Department of Transportation's Rural Transportation Planning Program (RTPP) and that the Commission's review and input on the Scope of Work, evidenced by a resolution, was required for the application. The amount of VDOT funds available to the PDC for FY 2020 was a reported \$58,000, with a 20% match, or \$14,500, required by the PDC. A resolution to authorize applying for funds had been approved at the October Board meeting. Further, he provided an overview of projects to be undertaken under this program which included the Regional Rural Long-Range Transportation Plan update and the RIDE Solutions program. In addition, he noted the TTAC Committee had recommended the Scope of Work for approval at its March 22, 2019 meeting.

At its earlier session, the Executive Committee had reviewed the Scope of Work and agreed to recommend that the Board adopt the accompanying resolution, approve the Scope of Work, and provide the necessary matching funds for the Fiscal Year 2020 Rural Transportation Planning Assistance Program as presented.

Mrs. Lawson made a motion, seconded by Mr. Mitchell, to accept the Executive Committee's recommendation to adopt Resolution WPPDC 2019-4, approve the Scope of Work and submission of the application, and to provide the necessary matching funds for the FY 2020 Rural Transportation Planning Assistance Program. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to adopt a resolution (copy attached) as presented as well as approve the Scope of Work, approve submission of an application, and to provide the necessary matching funds.

7. Consideration of Retiree Health Insurance Coverage—WPPDC/P(19)17; Resolution WPPDC 2019-2

The Executive Director advised that the PDC currently provided its employees and their dependents health insurance coverage under Anthem through the Virginia Local Choice program. He explained that the Local Choice program also offered its members the options of providing coverage for early retirees and their dependents not eligible for Medicare and employees eligible for Medicare with health coverage at their own cost. He indicated there was no additional cost to be incurred by the PDC to exercise these options, but this could only be enacted at the time of the group plan annual renewal which is May 1st.

At its earlier session, the Executive Committee had considered this issue and agreed to recommend that the Board adopt Resolution 2019-2.

Mr. Thorp made a motion, seconded by Mrs. Lawson, to accept the Executive Committee's recommendation to adopt Resolution WPPDC 2019-2, approving the additional insurance options presented. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to adopt the resolution (copy attached) approving the additional insurance options presented.

8. Updates and Reports on WPPDC Regional Projects/Staff Activities Related to:

a) Annual ARC Conference

The Executive Director reported that staff had attended the annual ARC Conference in Arlington from March 17th through March 20th. This was a great opportunity to network with members from the 13-state region. He mentioned that the President's budget called for \$165 million in ARC funding, which would be the largest budget in the history of the program, if approved.

b) Danville MPO Long-Range Transportation Study (LRPT) Update

The Executive Director informed the Board that earlier this month, the MPO Policy Board entered into a contract with EPR consulting firm to update the organization's Long-Range Transportation Plan. The update is required by VDOT and FHWA every five years; the plan update would have a planning horizon out to the year 2045 which would be consistent with the statewide multimodal transportation plan, VTRANS. He noted the plan update would be a major work element for staff over the next year and the deadline for completion would be August 2020.

c) STARS Study: Riverside Drive, Danville

The Executive Director briefed the Board about the current STARS study to examine the Riverside Drive/U.S. 58 corridor in Danville from Main Street to just west of Piedmont Drive. He indicated the study would be targeted toward intersections with safety issues and congestion and mentioned two intersections of particular interest - Old Riverside Drive and Mount Cross Road that would likely yield some recommendations.

d) RIDE Solutions Program Update

Mr. Bonanno provided an overview of the RIDE Solutions Program and noted recent activities to promote the initiative in the West Piedmont Region. Some activities included participation in business trade shows, job fairs, and business outreach. He also described the new portion of the program – "Agile Mile" – to help match potential carpooling ridership.

e) Regional Rural Long-Range Transportation Plan Update

Mr. Bonanno reviewed the Regional Rural Long-Range Transportation Plan update and advised a technical committee meeting had been held recently with regional stakeholders and VDOT staff to kick off the effort. To date, staff had been working to obtain feedback from local government staffs/planners, created numerous maps for analyses, and developed a survey as part of the outreach efforts. Mr. Bonanno noted the next meeting would be held at the end of April and the update would be completed by the end of the year in order to assist with future Smart Scale proposals to be submitted by local governments for various transportation improvements.

Further, Mr. Bonanno discussed the Virginia Breeze, an intercity transit program through the Virginia Department of Rail and Public Transit (DRPT) for regions of the state lacking access to interstate highways. He explained that DRPT was considering a new route to be established in the Lynchburg-Danville area along the U.S. Route 29 and 460 corridors to Richmond. He indicated a draft report would be due in May, with the final report to be released in the Fall.

f) Martinsville Southern Connector Update

The Deputy Director referenced the map in the handout materials and updated the Board about the recent monthly NEPA Programs Agency Coordination meeting held on March 13 to request concurrence on the range of alternatives presented for the Martinsville Southern Connector Study. She noted Alignment Option 4C was retained for assessment, with a modification to align it with Options 4B and 4D in the northern portion to share the same proposed interchange with the U.S. 58 Bypass. She reported that VDOT had advertised the study and provided an ongoing survey in a recent NASCAR publication for the March 24th race at the Martinsville Speedway. At the time, VDOT had received 121 responses. Further, she noted field work was underway for wetlands, socioeconomic resources and hazardous materials.

VDOT would provide technical reports for agency review in the coming months. The Deputy Director advised that VDOT had presented the study information to the Commonwealth Transportation Board, which expressed a lot of interest and recognized the need for the study. Lastly, she mentioned a public hearing was tentatively scheduled for August 15th.

g) WPPDC Regional On-Call Consultant Program Update

The Executive Director reminded the Board that, with the Board's authorization, staff had entered into on-call consulting contracts with both Dewberry and EPR in 2017. This allowed the PDC/MPO to obtain consultant services for projects without having to go through the procurement process each time, particularly when the project may be time sensitive. He acknowledged that all the member localities had access to utilize the contract under the on-call agreements. He advised the most recent contract was for a manhole relocation project on Kentuck Road in the City of Danville, marking the eighth regional on-call agreement project during the past year.

h) Office IT Upgrade

The Executive Director informed the Board regarding an upgrade for the PDC's email system which would convert from the use of an in-house server to cloud-based storage. He noted that several issues had been encountered and in order to resolve the situation, staff was working with the IT consultant to move the emails to the "cloud."

i) Weldon Cooper Center Population Projections

The Executive Director referred to the population data provided in the handout materials, examining the population projections to 2045 and the 2018 population estimates provided by the Weldon Cooper Center. As indicated in the figures, all of the localities in the West Piedmont Region, with the exception of Franklin County, were projected to decline in population. However, he noted the latest population estimates revealed a slight decrease for Franklin County. He surmised this was a concern and would require forward thinking investments for the future of the region.

j) Meadows of Dan Revitalization Project

The Executive Director provided a brief update regarding the Meadows of Dan revitalization project in Patrick County and noted that staff was continuing to work with the County on a Transportation Alternatives grant from VDOT. He advised the project involved the creation of a one-mile trail between the Ruritan building and Concord Church, the installation of a sidewalk on the south side of U.S. 58 Business between the Ruritan building and the business community, pedestrian crosswalks, and informational signage.

k) Proposed IALR Grant Application to EDA

The Deputy Director mentioned that staff would be working with the Institute for Advanced Learning and Research on a future EDA application for fixed equipment to be housed in the new Center for Manufacturing Advancement. She explained that this would be part of the Industry 4.0 Program to be implemented in the region.

THE BOARD:

Noted this information.

9. Appointment of Nominating Committee for Fiscal Year 2020

The Chairman appointed the following Nominating Committee for Fiscal Year 2020: Jim Adams, Henry County; Kathy Lawson, Martinsville; Rickie Fulcher, Patrick County; Fred Shanks, Danville; Ron Scearce, Pittsylvania County; Leland Mitchell, Franklin County. Rocky Mount's Executive Committee seat was vacant at the time of the meeting. Mr. Adams was designated as Chairman of the Nominating Committee.

Ms. Bowles made a motion, seconded by Mr. Simmons, to appoint those designated above as the Fiscal Year 2020 Nominating Committee. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to appoint the members designated above as the Fiscal Year 2020 Nominating Committee, with Mr. Jim Adams chosen as Chairman of the Committee.

10. Consideration of Letter of Support for Martinsville's CDBG Application for Pine Hall Neighborhood Rehabilitation Project

The Executive Director discussed the City of Martinsville's \$1,250,000 CDBG application for the Pine Hall Neighborhood Rehabilitation project. He stated the project would involve rehabilitation or reconstruction of 16 homes, serving 28 LMI residents, and infrastructure improvements for West Fayette Street, Pine Hall Road, Kings Row, and North, Top, Marshall, and Wray streets.

Mrs. Lawson made a motion, seconded by Ms. Bowles, to make favorable comment on the application. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to make favorable comment on the CDBG application for the City of Martinsville.

11. Other Business

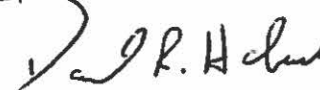
There was no other business.

12. Comments from Commissioners

The Chairman advised there would be no April Board meeting. Also, Mr. Casey made mention of the need for better lighting in the front of the Commission building and parking lot. Staff noted this and advised it would be addressed.

13. Adjournment

There being no further business, the meeting was adjourned at 7:50 p.m.



David R. Hoback
Executive Director

**Resolution of Approval of the Submission
of the
West Piedmont Economic Development District
2019 Comprehensive Economic Development Strategy Annual Report
to the
United States Department of Commerce,
Economic Development Administration**

Resolution WPPDC 2019-3

WHEREAS, improved economic conditions, including job generation, diversification, and reduced unemployment, continue to be a goal of the West Piedmont Planning District and its member localities; and

WHEREAS, the localities in the West Piedmont Planning District are eligible for funding through programs administered by the Economic Development Administration; and

WHEREAS, the Economic Development Administration makes its assistance available through designated Economic Development Districts; and

WHEREAS, the U.S. Department of Commerce, Economic Development Administration, has designated the West Piedmont Planning District as an Economic Development District; and

WHEREAS, the cities of Danville and Martinsville; the counties of Franklin, Henry, Patrick, and Pittsylvania; and the Town of Rocky Mount—member localities of the West Piedmont Planning District—have elected to be covered by the West Piedmont Planning District Commission's **Comprehensive Economic Development Strategy—2019 Annual Report**; and

WHEREAS, the availability of the draft document on the Commission's website and at its offices was advertised in the local newspapers that publish within the Planning District in order to provide the public with an opportunity to review and comment on the document prior to Board consideration;

NOW THEREFORE BE IT RESOLVED that the West Piedmont Planning District in recognizing the benefits of Economic Development District designation approved the Commission's **Comprehensive Economic Development Strategy—2019 Annual Report** at its meeting on March 28, 2019, for submission to the Economic Development Administration on behalf of its member localities; and

BE IT FURTHER RESOLVED that a copy of this resolution, along with one copy of the **2019 CEDS Annual Report** be transmitted to the U.S. Department of Commerce, Economic Development Administration, to respectfully request continued support for continued designation of the West Piedmont Planning District as an Economic Development District and its member localities as Redevelopment Areas as well as approval of the **2019 CEDS Annual Report** on behalf of its member localities.



Commission Officer



Executive Director



RESOLUTION
by the
WEST PIEDMONT PLANNING DISTRICT COMMISSION

Approval of Scope of Work for the
Rural Transportation Planning Program
for FY 2020

Resolution WPPDC 2019-4

The West Piedmont Planning District Commission and Rural Transportation Planning Organization's Board of Commissioners authorized the following resolution:

WHEREAS, the Virginia Department of Transportation provides for a Rural Transportation Planning Program (RTPP) and under its auspices, an Assistance Program; and

WHEREAS, the Virginia Department of Transportation administers said funds and sponsors the Program in the Commonwealth of Virginia which can aid the localities and Planning Districts in transportation planning tasks; and

WHEREAS, the West Piedmont Planning District Commission's staff has developed a Scope of Work for making an application for participation in the Program during FY 2020 and is giving an opportunity for review and input into project listings for the Program; and

WHEREAS, the West Piedmont Planning District Commission has resolved to authorize making an application and supplying the requisite matching funds which will be in the FY 2020 budget;

NOW THEREFORE BE IT RESOLVED that the West Piedmont Planning District Commission hereby approves the Scope of Work for the making of an application to the Virginia Department of Transportation for Rural Transportation Planning Program funding, approves submission of an application, and shall provide matching funding necessary.



WPPDC Officer


Executive Director

Date: March 28, 2019





West Piedmont Planning District Commission

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Serving Franklin, Henry, Patrick, and Pittsylvania Counties – Cities of Danville and Martinsville – Town of Rocky Mount – Since 1970

March 28, 2019

Resolution WPPDC 2019-2

RESOLUTION

Electing to Provide
Health Insurance Coverage
for West Piedmont PDC Retirees and Dependents of Retirees

WHEREAS, the West Piedmont Planning District Commission is a participant in The Local Choice Health Benefits Program, and

WHEREAS, the West Piedmont Planning District Commission offers health insurance to its eligible employees and their dependents, and

WHEREAS, the West Piedmont Planning District Commission does not have in place a policy to provide coverage to retirees and their dependents not eligible for Medicare; and

WHEREAS, the West Piedmont Planning District Commission does not have in place a policy to provide coverage to retirees and their dependents eligible for Medicare;

NOW THEREFORE BE IT RESOLVED, that the West Piedmont Planning District Board of Commissioners at a duly convened meeting held March 28, 2019 does hereby elect to offer health insurance coverage to early retirees and their dependents not eligible for Medicare and to offer access to supplemental coverage for Medicare eligible retirees and their dependents effective July 1, 2019;

NOW BE IT FURTHER RESOLVED, the West Piedmont Planning District Board of Commissioners hereby select Advantage 65 with Dental/Vision as its Medicare Supplement coverage for Medicare eligible retirees who desire this coverage option.

WPPDC Officer

Executive Director