

WEST PIEDMONT PLANNING DISTRICT COMMISSION MINUTES

of the
May 23, 2019 Meeting

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

PRESENT

HENRY COUNTY
Jim Adams, Chairman
Wes George

PATRICK COUNTY
Rickie Fulcher, Vice-Chairman
Karl Weiss
Jerry Adams

FRANKLIN COUNTY
Leland Mitchell

MARTINSVILLE
Kathy Lawson, Treasurer

ROCKY MOUNT
Ralph Casey

DANVILLE
Fred Shanks

PITTSYLVANIA COUNTY
Ron Searce
Greg Sides

ABSENT

Tim Tatum, Franklin County
David Thorp, Franklin County
Tommy Slaughter, Henry County
Ben Farmer, Pittsylvania County
Jennifer Bowles, Martinsville
Joe Martin, Martinsville

STAFF

David R. Hoback, Executive Director
Leah Manning, Deputy Director
Jacob Bullins, Administrative Assistant

1. Call to Order and Welcome

The Chairman established that a quorum was present and called the meeting to order at 7:00 p.m. He noted the next meeting would not be held until August.

2. Regional Forum Opportunity—Comments from the Public

There were none.

3. Points Arising from Previous Meetings

There were none.

4. Consent Agenda:

a. Confirmation of Minutes of the March 28, 2019 Meeting—WPPDC/M(19)2

b. Treasurer's Report: March 31, 2019—WPPDC/P(19)22 and April 30, 2019—WPPDC/P(19)23

c. West Piedmont Planning District Commission Quarterly Report of Activities: State Data Affiliate Center and VEC Business & Industry Data Center Programs – Third Quarter, FY 2019—WPPDC/P(19)24

d. Register of Administrative Reviews under the Virginia Intergovernmental Review Process – April/May 2019—WPPDC/P(19)25

Mr. Shanks made a motion, seconded by Mr. Scarce, 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. Proposed Fiscal Year 2020 Strategy Statement and Work Program—WPPDC/P(19)19

Board members had received a copy of the proposed Strategy Statement and Work Program for the Commission's activities for Fiscal Year 2020 in their meeting package. The Work Program consisted of eleven (11) basic work program elements: Regional Planning; Local Planning Assistance; Regional Metropolitan Planning Organization Activities; Regional Transportation Planning Program; Environment; Economic Development; Housing; Public Safety; Public Services-Education-Cultural Opportunity; Community Relations/Citizen Participation; and basic Management and Administration of the Commission's daily activities. Each of the eleven basic work program elements was further subdivided into 'program sub-categories,' which provided the details of efforts under each work element.

The Executive Director informed the group that the proposed Strategy Statement and Work Program had been prepared from the previous Fiscal Year 2019 Work Program after consultation with WPPDC advisors, member jurisdictions, and the WPPDC Work Program and Budget Committee, plus consideration for any new efforts requested by the General Assembly, state departments, and state agencies. He noted that this was comprehensively broad to accommodate any new work items and indicated that only a few minor changes were proposed to reflect any necessary updates; there were no new categories or sub-categories proposed. Once the budget and work program were approved, staff could then produce a table with details on staffing and financial aspects of projects that would show estimated man-months total for each basic element, total direct personnel cost, other direct costs (including travel, fringe benefits), and indirect costs (i.e., overhead cost) calculated and totaled to summarize a cost per element.

At its April 25, 2019 session, the Executive Committee had voted unanimously to recommend that the Board approve the Fiscal Year 2020 Strategy Statement and Work Program as presented.

Mr. George made a motion, seconded by Mr. Weiss, to accept the Executive Committee's recommendation. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to approve the Fiscal Year 2020 Strategy Statement and Work Program as presented.

6. Proposed Fiscal Year 2020 Administrative Budget—WPPDC/P(19)26

The Executive Director provided an overview of the proposed Administrative Budget for Fiscal Year 2020, noting the detailed breakdown of projected revenues and expenditures by line item; this had been used as the basis for development of the Fiscal Year 2020 Annual Strategy Statement/Work Program also on the agenda for the Board's consideration. This operating budget anticipated total revenues of \$511,528, total operating expenditures of \$505,812, and a subsequent operating net income of \$5,716. With the new budget proposal, in comparing Fiscal Year 2019 to Fiscal Year 2020, he noted that the Commission had maintained the current local funding rate of 55 cents per capita, level funding in state income, a decrease of \$929 in federal funding due to revisions in the RIDE Solutions program, and a \$10,000 increase in interest income. When comparing the difference in expenditures over revenues for the two years, there was a net increase/loss of \$9,071. Salary increases of three percent for staff had been included in the proposed budget. The Executive Director indicated the surplus would go toward capital improvement projects.

At its earlier session, the Executive Committee voted unanimously to recommend that the Board approve the Fiscal Year 2020 Administrative Budget as presented. This followed some minor revisions from the Committee's April meeting.

Mr. Jerry Adams made a motion, seconded by Mr. George, to accept the Executive Committee's recommendation. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to approve the Fiscal Year 2020 Administrative Budget as presented.

7. Adoption of Revised WPPDC Bylaws—WPPDC/P(19)27

The Executive Director advised that staff and the Executive Committee had been reviewing the WPPDC Bylaws since December, in discussion of issues of attendance, participation, and meeting quorums. He mentioned the Bylaws were last revised in October 2010, and referenced proposed revisions regarding the current quorum requirements and other elements presented in the Board meeting materials. He stated that the Committee and staff recommended several revisions of the Bylaws to address the quorum requirements, to conform to gender-neutral references within the document, and to make other changes to be consistent with current and historical practices of the PDC.

At its April 25th session, the Executive Committee voted unanimously to recommend that the Board approve the WPPDC Bylaws revisions as discussed and noted.

Mr. Weiss made a motion, seconded by Mr. Casey, to accept the Executive Committee's recommendation. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to approve the revised WPPDC Bylaws as discussed and noted. [Copy attached]

8. Updates and Reports on Regional Projects/Staff Activities:**a. Danville MPO Transportation Studies**

The Executive Director briefed the Board on the two MPO transportation studies conducted by the consultant, EPR. The first was the Long-Range Transportation Plan update, required every 5 years. He noted the Plan was last updated in October 2015 and was expected to be completed in August of 2020. He explained that the Plan had two key components – the constrained project list and the vision list, with a horizon year of 2045. He indicated that a series of public meetings would take place, with the first to be held in June. In addition, a website was created by EPR specifically for the project and linked on the PDC website. The second study involved the update of the Route 58 West Access Management Study, first conducted in 2012. This project would comprise 8 intersections, from Piedmont Drive to Long Circle Road, just west of the City near Brosville. He specified completion by the Fall and added that this would assist with Smart Scale project prioritization. He reported that this tied in with a VDOT STARS study taking place on Riverside Drive (Business 58) from Main Street to Piedmont Drive in Danville and essentially provided full coverage for the Hwy 58 West corridor within the MPO Study Area.

b. Martinsville Southern Connector

The Executive Director referenced the VDOT summary sheet provided in the meeting packet to update the Board on the Martinsville Southern Connector Study, noting an upcoming meeting to be held at the PDC on June 11th and a public meeting to be held on August 15th to present the preferred alternative based on the detailed analysis performed to date. He mentioned a January 2020 public meeting would be held to present the draft Environmental Impact Statement and technical reports. The Executive Director advised that Alternatives D and E had been proposed for elimination by VDOT due to the associated costs and feasibility. He acknowledged the PDC's ongoing involvement in the process and participation in informational meetings.

c. Commonwealth Transportation Board (CTB) Hearings – Six-Year Improvement Plan

The Executive Director stated that the PDC staff had attended recent CTB hearings for both Salem (May 7th) and Lynchburg (April 11th) VDOT Districts to provide comments and lend support for transportation projects in the region. He indicated Patrick County representatives were present to advocate for a safety improvement project on Route 103; the project was not initially recommended for funding through the Smart Scale process, but CTB members seemed to listen closely and react positively to requests to reconsider the project for funding. It was announced at the May TTAC meeting that additional Smart Scale funding was available for the Salem District and the Patrick County project would likely be funded.

d. RIDE Solutions Program

The Executive Director presented an update of the RIDE Solutions Program, noting the ongoing work of Joe Bonanno for the project. He advised that staff had participated in several trade shows around the region to promote the program and many new contacts had been made with area businesses as a result of outreach efforts. He also reported that contracts had been signed for two billboard ads to promote the program – one along Route 29 in Pittsylvania County and one along Route 220 just south of Rocky Mount.

e. Regional Rural Long-Range Transportation Plan

The Executive Director provided an overview of the Regional Rural Long-Range Transportation Plan update and activities that staff had performed to date. He acknowledged that staff had analyzed a wide array of data and reviewed a number of existing plans. He noted that a survey had been conducted to garner transportation priorities for regional stakeholders and local governments. He added that the updated Plan would be complete by the end of 2019 or early 2020 and presented to the Board for approval at that time.

f. VA Department of Rail and Public Transportation (DRPT) Funding

The Executive Director informed the Board that DRPT would provide \$30,000 in funding to assist with the update of the Danville MPO's Constrained Long-Range Transportation Plan for multimodal transportation planning in the MPO region. As a result of the additional funding, he indicated the MPO would be able to reallocate some of the funding set aside for the Long-Range Plan update toward another transportation study.

g. VTRANS (State Transportation Plan) Update

The Chairman noted that this information had been presented at the TTAC meeting the previous week. The Executive Director provided an overview of the VTRANS presentation from the Office of Intermodal Planning and Investment for review. He referenced the extensive demographic data and development trends within the materials. Further, he discussed the process and timeline of the update and shared a link for more information.

h. VAPDC/VAMPO Annual Training Conference

The Executive Director advised that staff would be attending the upcoming annual VAPDC/VAMPO Training Conference on June 14th in Charlottesville, noting this provided a great opportunity to learn and network.

i. On-Call Consultant Program

The Executive Director announced that there were eight on-call consultant contracts this year and reviewed some of the projects. He reported one project was for the City of Danville for a speed study on Arnett Blvd; another anticipated project would involve a traffic signal study on Commonwealth Blvd for the City of Martinsville.

j. Patrick County Community Health Forum

The Executive Director explained that, as a spin off from the Martinsville-Henry County Health Coalition, a similar effort for Patrick County was being initiated by the West Piedmont Health District to address a number of health challenges worsened by the loss of the community hospital. The Community Health Forum was held by the Health District to present survey results and to garner input by stakeholders in the region regarding health issues.

THE BOARD:

Noted these informational reports.

9. Report of Nominating Committee for Fiscal Year 2020; Election of Officers

As Chairman of the Nominating Committee, Mr. Jim Adams advised that it had been the consensus of the Committee to present the slate of officers to the Board for their consideration and also to seek other nominees, if any, from the Board. On behalf of the Committee, Mr. Adams presented the following slate of officers for Fiscal Year 2020: Jim Adams, Chairman; Rickie Fulcher, Vice-Chairman; Kathy Lawson, Treasurer.

The floor was opened for additional nominations and none were made. Mr. Shanks then made a motion, seconded by Mr. Mitchell, to close the nominations. Upon vote, the motion carried unanimously. Mr. Scarce made a motion, seconded by Mr. Shanks, to accept the slate of officers by acclamation as presented by the WPPD Nominating Committee. Upon vote, the motion carried unanimously.

THE BOARD:

Unanimously elected the following officers for Fiscal Year 2020: Jim Adams (Henry County), Chairman; Rickie Fulcher (Patrick County), Vice-Chairman; Kathy Lawson (Martinsville), Treasurer.

10. Appointment of Grievance Officer for Fiscal Years 2020 and 2021

The Chairman reported that the Executive Committee, at its April 25, 2019 meeting, had voted unanimously to recommend that the Board appoint Mr. Gehrke as Grievance Officer for Fiscal Years 2020 and 2021. Staff had contacted Mr. Gehrke prior to the meeting to ascertain if he would be willing to serve if selected by the Commission Board and he had indicated that he would serve.

Mrs. Lawson made a motion, seconded by Mr. Fulcher, to accept the Executive Committee's recommendation. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to appoint Mr. Fred Gehrke to serve as the Commission's Grievance Officer for Fiscal Years 2020 and 2021.

11. Other Business

- The Executive Director presented a resolution of support for the National Park System for funding to address deferred maintenance. He pointed out that, in recent years, national parks have fallen into disrepair, but provide approximately \$1 billion in tourism and economic development benefits in Virginia.

Mr. Shanks made a motion, seconded by Mr. George, to endorse the resolution of support. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to endorse the resolution of support for the National Park System for funding to address deferred maintenance.

- The Executive Director advised that VDOT had requested an Intergovernmental Review for the statewide FY 2020 SPR Work Program in support of annual projects and activities to be conducted.

Mrs. Lawson made a motion, seconded by Mr. Mitchell, to make favorable comment on the statewide SPR Work Program as presented. Upon vote, the motion carried unanimously.

THE BOARD:

Voted unanimously to make favorable comment on the statewide FY 2020 SPR Work Program as presented.

- The Executive Director reminded attendees that the next Board meeting would be August 22nd. He also recognized Mr. Bryce Simmons, noting that Mr. Simmons would be leaving the Commission as a Board member since he had accepted a position with Patrick County. Further, he welcomed Mr. Lee Vogler as a new Board member representing the City of Danville.

THE BOARD:

Noted this information.

12. Comments from Commissioners

There were none.

13. Adjournment

There being no further business, the meeting was adjourned at 8:05 p.m.

David R. Hoback
Executive Director