

# WEST PIEDMONT PLANNING DISTRICT COMMISSION

## MINUTES

of the

### **March 27, 2025 Meeting**

held at the Commission Office  
1100 Madison Street, Martinsville, VA

#### **PRESENT**

Jim Adams, Chairman, Henry County  
Pam Cobler, Henry County  
Wes George, Henry County (V)  
Kathy Lawson, Treasurer, Martinsville(V)  
Joe Martin, Martinsville  
Jerry Adams, Patrick County  
Clayton Kendrick, Patrick County  
Jonathan Wood, Patrick County  
Lucas Tuning, Rocky Mount  
Tyler Lee, Rocky Mount  
David Rotenizer, Franklin County  
Tim Tatum, Vice-Chairman, Franklin County  
Ken Bowman, Pittsylvania County  
Dillard Jones, Pittsylvania County  
Lee Vogler, Danville  
Dr. Gary Miller, Danville (V)

#### **ABSENT**

Aaron Rawls, Martinsville  
Eddie Hite, Pittsylvania Count  
Nick Mitchell, Franklin County

#### **STAFF**

Kristie Eberly, Executive Director  
Sean Campbell, Housing Program Director  
(V) = Virtual Attendance

#### **GUEST**

Steve Marshall, Patrick County

In accordance with the ***West Piedmont PDC Remote Electronic Participation and All-Virtual Meeting Policy***, members attended virtually for the following reasons:

Kathy Lawson, Treasurer, City of Martinsville-Personal matter  
Wes George, Henry County-Personal matter  
Dr. Gary Miller-City of Danville-Personal matter  
Nick Mitchell, Franklin County-Personal matter

#### **1. Call to Order and Welcome**

The Chairman established a quorum was present and called the meeting to order at 7:01 p.m.

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

There were no comments.

**3. Consent Agenda**

- a. ***Confirmation of Minutes of the February 27, 2025 Meeting.***  
 b. ***Treasurer's Report –December 31, 2024.***

Mr. David Rotenizer made a motion, seconded by Mrs. Jerry Adams, to approve the Consent Agenda as presented. Upon vote, the motion was carried unanimously.

**4. Weldon Cooper Center - Hamilton Lombard**

The Executive Director introduced Mr. Hamilton Lombard with the Weldon Cooper Center. Mr. Lombard proceeded to explain the information in the handout that was given to the Board of Commissioners prior to the meeting explaining the population estimation methods and demographic trends in the region, as well as insight into their demographic trends in the region, migration patterns, birth and death rates and age distribution.

**5. Consideration of Resolution of Approval for Scope of Work for the Rural Transportation Planning Assistance Program for FY2026**

The Executive Director noted that each year a plan is developed for WPPDC's Rural Transportation work which can include helping localities with Smart Scale applications and other projects. VDOT staff and the PDC work to identify locations for corridor studies, studies for safety and congestion, as well as statewide transportation planning effort for the rural areas. This is an 80% state funding and 20% local funding program. The funding is level this year at \$58,000 from the state and a PDC match of \$14,500 for a total of \$72,500 for the Rural Transportation Planning Assistance Program. The PDC Staff recommends approval for the program for FY2026.

A motion was made by Mr. Wes George, seconded by Mr. Tim Tatum to support the Resolution of Approval for Scope of Work for the Rural Transportation Planning Assistance Program for FY2026. Upon the vote, the motion passed unanimously.

**6. Consideration of Amended FY2025 Administrative Budget**

The Executive Director discussed amendments to the budget, including reductions in funding from VDH and adjustments to administrative fees for VATI grants due to project delays.

- \*WPPDC Dinwiddie VATI Grant – Is a new grant providing \$15,000 in administrative funding.
- \*Step, Inc. Housing Rehabilitative Program - WPPDC will design the program and receive \$30,610 for services.
- \*Patrick Business Development Center ARC Grant - Patrick County has cancelled the project and the funding is being returned to ARC, DHCD and Tobacco Commission but the WPPDC has been paid \$10,000 for completing the environmental review prior to the cancellation of the project.
- \*Patrick County ARC Broadband – This project is still in pre-contract and has been changed to zero for FY25 and the administration fees will be moved to FY26.
- \*Housing Department Lead Testing Program – Reduced anticipated revenue due to fewer projects than initially anticipated.
- \*Salary Expenditures - Decreased due to open positions and staff departures.
- \*Contract Fees - Increased due to the VATI Consultant, Michael Armbrister requiring more hours after the departure of WPPDC staff.
- \*Environmental Testing - \$2,400 added for lead testing program supplies.
- \*Printing and Advertising - \$1,000 increase for supplies and promotion of WPPDC programs

at events.

\*Travel, workshops, conferences and training - Increase to cover Virginia Rural Leadership program membership fees.

\*Dues - Increased by \$700.00 due to VAPDC and other organization raising dues.

The revised FY2025 Budget shows a deficit of \$54,864. This is primarily due to the adjustment of the administrative fees for the VATI programs. Through conservative spending, the addition of new revenue generating projects during the year and under estimating fees for some projects, the WPPDC is not in a negative financial situation.

The Chairman asked for a motion for the approval of the revised budget and noted that the Executive Committee recommended approval as well. A motion was made by Mrs. Kathy Lawson, seconded by Mr. David Rotenizer, to support the Resolution of Amended FY2025 Administrative Budget. Upon the vote, the motion passed unanimously.

The Executive Director explained to the Board of Commissioner's newer members the role and contract fees of the VATI Consultant, Mr. Michael Armbrister.

**7. Consideration of Amended FY2025 Administrative Program**

The Executive Director explained that the West Piedmont PDC Work Program goes hand in hand with the West Piedmont PDC budget. There were two projects that came in after the FY2025 budget was made, the Dinwiddie VATI Broadband Project that DHCD asked the PDC to take over and the second project was the WPPDC Outdoor Recreational Grant that will be finished in June. The Executive Committee also presented these additions, and recommended approval.

The Chairman asked for a motion for the approval of the amended FY2025 Administrative Program. Mr. Ken Bowman made a motion, seconded by Mrs. Kathy Lawson. Upon the vote, the motion passed unanimously.

**8. Appointment of Nominating Committee for Fiscal Year 2026**

The Chairman noted that the that the appointment of the Nominating Committee in the past has been the Executive Committee members. The Chairman asked for approval to once again, let the Executive Committee members also serve as the Nominating Committee which is a committee made up of one representative from each member locality.

Mr. Jerry Adams made a motion, seconded by Mr. David Rotenizer for the Nominating Committee members be the members of the Executive Committee. After the vote, the motion passed unanimously.

The Chairman noted that the officer positions are not locked in and suggestions are always welcome.

**9. Other Business**

The Executive Director noted that the PDC has a new Community Development Specialist staff member, Mr. Paul Jadrnicek. He will be working with staff member, Mr. Joe Bonanno, on transportation planning and also working on natural resource and hazard mitigation planning.

The PDC will be the applicant for a VDEM regional application for generators. VDEM has funding from Hurricane Helene and wants to spend all those funds. There is a potential need of approximately 40 generators throughout the region. This will be on the May agenda.

**10. Comments from Commissioners**

An introduction was made for the new Rocky Mount citizen member Ms. Fatemah Casey.

There was no further business.

**11. Adjournment**

The meeting was adjourned at 7:47 p.m.

  
Kristina Eberly  
Executive Director