

WEST PIEDMONT PLANNING DISTRICT COMMISSION

MINUTES

of the

May 22, 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
Kathy Lawson, Treasurer, Martinsville
Aaron Rawls, Martinsville
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
Dr. Gary Miller, Danville (V)
Fatemah Casey, Rocky Mount

ABSENT

Joe Martin, Martinsville
Eddie Hite, Pittsylvania County
Nick Mitchell, Franklin County
Jerry Adams, Patrick County
Lee Vogler, Danville

STAFF

Sean Campbell, Interim Executive Director
Jacob Bullins (V)

(V) = Virtual Attendance

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

Dr. Gary Miller-City of Danville-Personal matter

1. Call to Order and Welcome

The Chairman established a quorum was present and called the meeting to order at 7:03 p.m.

2. Regional Forum Opportunity – Comments from Public

There were no comments.

3. Consent Agenda

- a. ***Confirmation of Minutes of the May 22, 2025 Meeting.***
- b. ***Treasurer's Reports –March 31, 2025, April 30, 2025 and May 31, 2025.***

c. Register of administrative Reviews Under the Virginia Intergovernmental Review Process - June-August 2025

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

4. WPPDC Broadband Projects Update Presentation

The Chairman chose to not proceed with discussion of the Broadband Projects Updated Presentation due to the absence of the presenter.

5. Consideration of Virginia Department of Environmental Quality Application for Regional Water Supply Planning Grant

The Chairman explained that the PDC is seeking financial assistance from the Department of Environmental Quality (DEQ) for Regional Water Supply Planning. The proposed planning project will develop a Regional Water Supply Plan for Henry, Patrick and Pittsylvania counties, including the town located therein, and the cities of Danville and Martinsville. The General Assembly has mandated the development of Regional Water Supply plans throughout the Commonwealth

A motion was made by Mrs. Kathy Lawson, seconded by Mr. Ken Bowman to adopt the Resolution supporting the application for Regional Water Supply Grant. Upon the vote, the motion passed unanimously.

6. Consideration of Virginia Department of Emergency Management Applications for Disaster Assistance Funding for a Regional Emergency Generator Project

The Chairman noted that the WPPDC is seeking financial assistance from the Virginia Department of Emergency Management (VDEM) for emergency generators. VDEM has received disaster funding from FEMA due to the impact of Hurricane Helene. VDEM contacted the PDC inquiring if there were any projects that would be eligible for the funding. In the past, several of the WPPDC localities have experienced interest in emergency generators for critical facilities. VDEM recommended that the PDC submit two applications, one for Danville and one for the rest of the region since there was an interest in over 30 generators.

A motion was made by Mr. Tyler Lee to approve two (2) VDEM applications for Disaster Assistance Funding for Regional Emergency Generators, seconded by Mr. Tim Tatum. Upon the vote, the motion passed unanimously.

7. Consideration of Virginia Department of Emergency Management Application for Pre-Disaster Mitigation Funding for the West Piedmont Multi-Jurisdictional Hazard Mitigation Plan Update

The Chairman noted that the WPPDC is seeking financial assistance from the Virginia Department of Emergency Management (VDEM) for an update to the West Piedmont Multi-Jurisdictional Hazard Mitigation Plan. The disaster Mitigation Act of 2000 (DMA2K) requires local communities to prepare multi-hazard mitigation plans to determine their risks and vulnerabilities and identify mitigation projects that will reduce these risks. The law requires that local governments adopt jurisdiction-wide hazard mitigation plans as a condition of

receiving Hazard Mitigation Grant Program (HMGP) projected grants and other forms of non-emergency disaster assistance.

A motion was made by Mr. Tim Tatum, seconded by Mrs. Kathy Lawson, to approve a grant application to VDEM to fund the update of the Regional Hazard Mitigation Plan. Upon vote, the motion passed unanimously.

8. Virginia Department of Housing and Community Development Application for Acquire, Renovate, and Sell (ARS) Program

Mr. Sean Campbell, Housing Director, noted that the goal of this program is to create affordable homeownership opportunities for low- to moderate income (LMI), first-time homebuyers by renovating previously undervalued homes or building new construction homes thus transforming a street, a neighborhood, a community, and a family. The \$60,000 will include \$2,000 for performance deliverables (acquisition: \$500, renovation: \$1,000, resale: \$500) incurred by the provider and \$4,500 for the rehab specialist. The remaining \$53,500 will be available for renovation/construction draws and contingencies. The net proceeds from the sale of the ARS home are considered program income and the ARS Provider may keep the net proceeds. Up to ten percent (10%) of the net proceeds of the sale can be used towards administrative costs. The renovation/construction funds from ARS must be returned to DHCD upon the sale of the home to a first-time homebuyer. The provider will acquire properties using their own lines of credit (at least \$200,000 or ability to acquire two houses at once - whichever is greater), West Piedmont Planning District Commission will utilize revolving loan fund returned from the projects sold by grantees from the Virginia Housing PDC Housing Development Grant in lieu of a line of credit. A maximum of \$60,000 in ARS funds will be awarded per project to restore the home to a comparable market state. The property must be listed at fair market value, and initially marketed to LMI, first-time homebuyers. After 60 days on the market, the property can be sold to any LMI applicant who will occupy the home as their primary residence.

A motion was by Mrs. Kathy Lawson, seconded by Mr. Wes George to adopt pass the Resolution of Intent for signature of Pre-Contract documents for DHCD for the ARS Program. Upon vote, the motion passed unanimously.

9. Consideration of Amended FY 2025 Administrative Budget

Mr. Jacob Bullins, Finance Director, presented changes in the Amended FY 2025 Administrative Budget noting that the PDC received \$7,500 from Southern Crescent Regional and Rehab Special Services of \$10,800 for Bassett Planning CDBG Grant. There were building improvements of \$4,750.00 and Agri-Tourism contract fee of \$41,791.

Mrs. Kathy Lawson made a motion to adopt as presented the Amended FY 2025 Administrative Budget, seconded by Mr. Tim Tatum. After the vote, the motion passed unanimously.

10. Consideration of Proposed Fiscal Year 2026 Administrative Budget

Mr. Jacob Bullins, Finance Director, presented the budget details, including revenue and expenditure projections and revisions to the fiscal year 2026 budget. There were discussions about funding sources, salary increases and specific projects. Mr. Bullins further noted that the operating budget anticipates total revenues of \$1,339,335, total operating expenditures

of \$1,180,485 and a subsequent operating net income of \$158,870. With the new budget proposal, comparing FY 2026 with the FY 2025 budget, there is an increase of \$243,024 in funding, and a \$82,950 increase in expenditures. Mr. Bullins noted that if you compare the difference in expenditures over revenues, the PDC has a net increase/loss of \$160,074. We currently do not have any capital projects planned for FY 2026 or the necessity to use reserve funds. The difference of receipts over disbursements for FY 2026 is \$158,870. This operating income will revert to the reserve funds to be used in FY 2027.

Mr. Tim Tatum made a motion to approve the Proposed Fiscal Year 2026 Administrative Budget as presented, seconded by Mrs. Kathy Lawson. Upon vote, the motion carried unanimously.

11. Consideration of Proposed Work Program for Fiscal Year 2026

The Chairman noted that this was discussed at the April 2025 Board of Commissioners meeting. The only change was the Martinsville MiNet project was added. Mr. Ken Bowman commented on the amount of work that the PDC Staff completes and how the localities support each other and strengthen the area. Mr. Ken Bowman questioned the timeline of the Regional Comprehensive Economic Development Strategy and was informed of the document is in progress and is now a 5-year document with Mr. David Rotenizer as Chair of the CEDS Committee. Mr. Bowman also requested to add the term expiration dates to the members of the Transportation Technical Advisory Committee. Mr. Bowman was explained the timeline/updates of the Water Supply Plan and Comprehensive Plan's for the localities. The Executive Committee recommended consideration of the Proposed Work Program for Fiscal Year 2026.

Mr. Wes George made a motion to approve Proposed Work Program, seconded by Mr. David Rotenizer. Upon vote, the motion carried unanimously.

12. Consideration of Fiscal Year 2026 Calendar

The Chairman noted the new Fiscal Year Calendar for 2026.

A motion was made by Mr. Tyler Lee, seconded by Mrs. Kathy Lawson to approve the FY 2026 Calendar. Upon vote, the motion carried unanimously.

13. Executive Director's Report

The Chairman encouraged each Board of Commission member to look over the document and to reach out to the Executive Director if any item/project needs addressing or inquirers into any of the projects listed.

14. Report of Nominating Committee for Fiscal Year 2026 & Election of Officers

The Chairman noted that all Executive Committee officers agreed to stay in their elected position for the FY 2026 year. The Chairman noted as well that Mr. David Rotenizer has agreed to accept the position as Chairman for the CEDS Committee. The Chairman opened the floor for any other nominations as to which there were none and the nomination was closed.

Mr. Jim Adams-Chairman
 Mr. Tim Tatum-Vice Chairman
 Mrs. Kathy Lawson-Treasurer

A motion was made by Mr. Tyler Lee, seconded by Mr. Wes George. Upon vote, the motion carried unanimously.

15. Other Business

There was no other business.

16. Comments from Commissioners

There were no additional comments.

17. Adjournment

The meeting was adjourned at 7:44 p.m.

Mr. Sean Campbell
Interim Executive Director