



Agenda
February 25, 2021
6:00 p.m. – Hybrid Meeting via Zoom/In-person

- I. **CALL TO ORDER**
- II. **ELECTRONIC MEETING PARTICIPATION – Commission Action (attached)**
- III. **CONSENT AGENDA**
 - A. Approval of Minutes for January
 - B. [Approval of Treasurer’s Reports for January](#)
- IV. **COMMONWEALTH INTERGOVERNMENTAL REVIEW PROCESS**
 - A. Projects (Signed-off by the staff)
 - None
 - B. Regular Project Review
 - None
 - C. Environmental Project Review
 - None
- V. **PUBLIC ADDRESS**
- VI. **CHAIR’S REPORT**
- VII. **EXECUTIVE DIRECTOR’S REPORT**
- VIII. **REVIEW OF MUTUAL CONCERNS AND COMMISSIONERS' REPORTS**
- IX. **OLD BUSINESS**
- X. **NEW BUSINESS**
 - A. [Economic Recovery: Targeted Industries Survey Insights](#)
 - Presentation: Charlie Jewell, Executive Director, Onward NRV
 - Commission Discussion
 - B. [Setting Community Development Block Grant Priorities for 2021](#)
 - Commission Action
 - C. [NRV Revolving Loan Fund Committee Appointees](#)
 - Commission Action
 - D. Next meeting March 24, 2021

All meeting materials posted on the Commission website www.nrvrc.org

The New River Valley Regional Commission provides area wide planning for the physical, social, and economic elements of the district; encourages and assists local governments in planning for their future; provides a means of coordinating federal, state, and local efforts to resolve area problems; provides a forum for review of mutual concerns; and implements services upon request of member local governments.



6580 Valley Center Drive | Suite 124 | Radford, VA 24141 | 540-639-9313

N R V R C . O R G

MEMORANDUM

To: NRVRC Board Members

From: Kevin R. Byrd, Executive Director

Date: February 25, 2021

Re: Participation in NRVRC meetings through Electronic Communication Means Policy

When the Governor has declared a state of emergency in accordance with section 44-146.17 of the Code of Virginia, it may become necessary for the NRV Regional Commission to meet by electronic means as outlined in Section 2.2-3708.2 of the Code of Virginia as amended. In such cases, the following procedure shall be followed:

1. The NRV Regional Commission will give notice to the public or common interest community association members using the best available method given the nature of the emergency, which notice shall be given contemporaneously with the notice provided to members of the NRV Regional Commission.
2. The NRV Regional Commission will make arrangements for public access or common interest community association members access to such meeting through electronic means including, to the extent practicable, videoconferencing technology. If the means of communication allows, provide the public or common interest community association members with an opportunity to comment
3. The NRV Regional Commission will otherwise comply with the provisions of § 2.2-3708.2 of the Code of Virginia. The nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held shall be stated in the minutes of the NRV Regional Commission meeting.

Strengthening the Region through Collaboration

Counties

Floyd | Giles
Montgomery | Pulaski

City

Radford

Towns

Blacksburg | Christiansburg
Floyd | Narrows | Pearisburg
Pembroke | Pulaski
Rich Creek

Higher Education

Virginia Tech
Radford University
New River Community College



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NRVRC.ORG

MEMORANDUM

To: NRVRC Board Members
From: Jessica Barrett, Finance Director
Date: February 17, 2021
Re: January 2021 Financial Statements

The January 2021 Agencywide Revenue and Expenditure Report and Balance Sheet are enclosed for your review. Financial reports are reviewed by the Executive Committee prior to inclusion in the meeting packet.

The Agencywide Revenue and Expense report compares actual year to date receipts and expenses to the FY20-21 budget adopted by the Commission at the June 25, 2020 meeting. The financial operations of the agency are somewhat fluid and projects, added and modified throughout the year, along with the high volume of Workforce program activities, impact the adopted budget. To provide clarity, Commission and Workforce Development Board activities are separated on the agencywide report.

As of month-end January 2021 (58.33% of the fiscal year), Commission year to date revenues are 48.21% and expenses are 48.79% of adopted budget. The two largest budget expense lines, Salary and Fringe, are ahead of budget at 62.96% and 64.72%, respectively. This is due to additional staff being hired to support the Business Continuity Team. Revenue is secure to cover these expenses.

Looking at the balance sheet, Accounts Receivable is \$419,801. Of this total, Workforce receivables are \$238,483 (57%) and current. The Executive Committee reviews all aged receivables over 60 days and no receivables are deemed uncollectible. Net Projects (\$152,537) represents project expenses, primarily benchmark projects, that cannot be invoiced yet and posted to receivables.

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New River Valley Regional Commission
Balance Sheet
1/31/2021

Assets:

Operating Account	251,348
Certificate of Deposit	106,717
Money Market Account	84,774
Accounts Receivable	419,801
Accounts Receivable - Advanced Expenses	18,020
Prepaid Item	3,310
Total Assets:	883,970

Liabilities:

Accounts Payable	44,475
Accrued Annual Leave	89,535
Accrued Unemployment	23,945
Expense Reimbursement	250
Total Liabilities:	158,205

Projects:
(Equity Accounts)

Net Projects	(152,537)
Current Year Unrestricted	141,637
Unrestricted Net Assets	733,452

Total Projects (Equity)	722,552
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Total Liabilities and Projects	880,757
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Net Difference to be Reconciled	3,213
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Total Adjustments to Post*	3,213
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Unreconciled Balance (after adjustment)	0
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*YTD adjustment to Accrued Leave. Final adjustment will be posted to general ledger at fiscal year end closeout.

**New River Valley Regional Commission
Revenue and Expenditures - January 2021**

FY20-21 Budget Adopted 6/25/2020	January 2021	YTD	Under/Over	(58.33% of FY) % Budget	
NRVRC Anticipated Revenues					
ARC	68,666	0	34,334	34,333	50.00%
ARC - James Hardy Construction	15,000	0	0	15,000	0.00%
Local Assessment	235,826	12,208	223,618	12,208	94.82%
DHCD - Administrative Grant	75,971	18,993	56,978	18,993	75.00%
DRPT RIDE Solutions NRV	77,160	(479)	34,373	42,787	44.55%
EDA	70,000	0	35,000	35,000	50.00%
EDA COVID19 CARES Act	225,000	0	45,855	179,145	20.38%
GO Virginia	150,000	0	0	150,000	0.00%
POWER 2021	20,000	0	0	20,000	0.00%
Workforce Fiscal Agent	65,000	0	40,000	25,000	61.54%
Workforce Pathways Fiscal Agent	50,000	0	25,000	25,000	50.00%
Workforce RSVP Fiscal Agent	0	25,000	25,000	(25,000)	0.00%
VDOT	58,000	0	32,150	25,850	55.43%
VDOT - Rocky Knob Project	70,000	0	836	69,164	1.19%
Floyd County	111,000	0	59,277	51,723	53.40%
Floyd Town	0	0	3,338	(3,338)	0.00%
Floyd Co EDA	0	0	12,392	(12,392)	0.00%
Giles County	0	0	38,808	(38,808)	0.00%
Narrows Town	13,000	0	0	13,000	0.00%
Pearisburg Town	5,000	0	0	5,000	0.00%
Montgomery County	53,000	0	51,555	1,445	97.27%
Blacksburg Town	14,000	1,167	8,167	5,833	58.33%
Christiansburg Town	25,000	0	0	25,000	0.00%
Pulaski County	0	1,158	43,202	(43,202)	0.00%
Pulaski Town	32,167	0	7,428	24,739	23.09%
Radford City	27,500	0	37,000	(9,500)	134.55%
Miscellaneous (Meetings/Interest/Recovered Costs)	0	0	176	(176)	0.00%
Virginia's First RIFA	27,500	2,292	16,042	11,458	58.33%
Virginia's First - NRV Commerce Park Grading	14,000	737	10,924	3,076	78.03%
NRV MPO	33,500	0	32,856	644	98.08%
CDBG COVID19	8,500	0	0	8,500	0.00%
CDBG Business Continuity	250,000	0	0	250,000	0.00%
Dept of Environmental Quality	5,250	0	6,181	(931)	117.73%
Southwest Virginia SWMA	2,000	1,000	2,000	0	100.00%
Virginia Recycling Association	4,000	2,000	4,000	0	100.00%
Downtown Christiansburg, Inc.	1,500	0	3,250	(1,750)	216.67%
New River Health District	10,000	0	0	10,000	0.00%
New River Valley Development Corporation	21,700	0	9,042	12,658	41.67%
Local Match (unprogrammed ARC)	24,916	0	0	24,916	0.00%
Sub Total Revenues	1,864,156	64,075	898,779	965,377	48.21%
Expenses					
Salaries	869,513	89,858	547,453	322,060	62.96%
Fringe Benefits	222,602	23,895	144,062	78,540	64.72%
Travel	33,211	27	664	32,547	2.00%
Office Space	49,968	4,164	29,148	20,820	58.33%
Communications	11,401	1,522	10,214	1,187	89.59%
Office Supplies	101,034	1,506	62,113	38,921	61.48%
Postage	2,126	27	1,125	1,001	52.93%
Printing	4,500	82	4,549	(49)	101.08%
Copier Usage/Maintenance	2,000	38	360	1,640	18.00%
Outreach/Media Adv	9,533	129	376	9,158	3.94%
Equipment Rent/Copier	4,219	223	1,948	2,271	46.17%
Fleet Vehicles	8,024	69	1,488	6,536	18.54%
Dues/Publications	16,835	651	17,183	(348)	102.07%
Training/Staff Development	10,845	0	3,999	6,846	36.88%
Insurance	3,605	288	2,032	1,573	56.36%
Meeting Costs	11,125	114	902	10,223	8.11%
Contractual Services	457,484	15,480	52,714	404,770	11.52%
Professional Services Audit/Legal	4,540	0	4,493	48	98.95%
Miscellaneous/Fees	4,700	621	2,813	1,887	59.84%
Reimbursed Expenses	0	10,000	21,951	(21,951)	0.00%
Unassigned Expenses	36,891	0	0	0	0.00%
Sub Total Expenses	1,864,156	148,695	909,585	917,680	48.79%
NRVRC Balance	0	(84,620)	(10,806)		

**New River/Mount Rogers Workforce Development Board
Revenue and Expenditures - January 2021**

(58.33% of FY)

NR/MR WDB Anticipated Revenues	January 2021	YTD	Under/Over	% Budget	
Workforce Development Area	2,657,549	128,196	856,426	1,801,123	32.23%
Sub Total Revenues	2,657,549	128,196	856,426	1,801,123	
Expenses					
Salaries	375,020	42,303	273,974	101,046	73.06%
Fringe Benefits	112,036	11,285	73,666	38,370	65.75%
Travel	20,000	1,025	6,081	13,919	30.40%
Office Space	44,100	4,098	29,638	14,462	67.21%
Communications	6,000	1,587	8,933	(2,933)	148.88%
Office Supplies	4,000	4,394	52,004	(48,004)	1300.09%
Postage	250	0	22	228	8.86%
Printing	1,000	94	238	762	23.78%
Outreach/Media Adv	9,000	390	3,777	5,223	41.97%
Equipment Rent/Copier	1,700	78	605	1,095	35.56%
Dues/Publications	3,500	1,699	3,118	382	89.09%
Training/Staff Development	4,500	0	4,020	480	89.33%
Insurance	2,500	0	2,806	(306)	112.24%
Meeting Costs	7,000	0	890	6,110	12.71%
Contractual Services	2,027,289	61,008	387,138	1,640,151	19.10%
Professional Services Audit/Legal	10,200	0	6,540	3,660	64.12%
Miscellaneous/Fees	29,454	177	1,697	27,757	5.76%
Workforce Grants Admin	0	57	1,281	(1,281)	0.00%
Sub Total Expenses	2,657,549	128,196	856,426	1,801,123	32.23%
NR/MR WDB Balance	0	0	0		

Total Agency R&E	January 2021	YTD		
Anticipated Revenue	4,521,705	192,271	1,755,206	38.82%
Anticipated Expense	4,521,705	276,891	1,766,011	39.06%
Balance	0	(84,620)	(10,806)	



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N R V R C . O R G

February 18, 2021

Executive Director's Report

Economic Development:

- Staff is receiving names for potential committee members to serve on the NRV Revolving Loan Fund committee. Commissioners will discuss at the February meeting with appointments slated for the March meeting.
- The Economic Recovery planning process is underway. The CEDS committee will begin their spring meeting series on March 5th and will meet the first Friday monthly at 10:00am.

Transportation:

- NRV Passenger Rail has made great progress over the past month. The Senate and the House passed their respective NRV Passenger Rail Station Authority bills. Next will be the Governor signing the bill into law. The \$50 million investment in passenger rail expansion also fared well with both chambers including the initiative in their budgets; however, they differed on where the revenue should come from, either CARES Act or regular transportation funding. An agreement is anticipated which would advance the investment.
- VDOT recently determined the Commission needed a Title VI Non-Discrimination plan in place to guide the agency with respect to utilizing federal funds. Previously, the Commission would execute a non-discrimination assurances document as part of a grant agreement with VDOT for the rural transportation program. Next month staff will present a Title VI plan for adoption.

Regional:

- The Business Continuity Team (BCT) continues to support the New River Health District in the regional vaccination effort. BCT staff helps schedule employer groups, K-12/Childcare and others in group 1b.
- The website, www.nrvroadtowellness.com, is the primary source for COVID vaccine information in the region.
- The NRV Vaccination Call Center continues to operate with adjustments being made since the state launched a central call center this week. The NRV Call Center operates Monday-Friday 9:00-6:00, Saturday 9:00-3:00 and closed on Sunday. The state call center operates 8:00am-8:00pm seven days a week. The NRV Call Center number rolls to the state if someone calls after hours, but when the state is operating or if they call when the NRV line is busy. The NRV Call Center is primarily focused on scheduling vaccine appointments while the state is focused on pre-registering individuals or answering general questions. The state indicates a desire to handle vaccine scheduling centrally in the next six to eight weeks; however, the Commission advertised for an IT contractor in the event scheduling remains a regional function.

Commission:

- Staff is building out the online public engagement tool, Bang the Table, for a downtown planning project in Radford. We are excited the opportunity it presents to collect input from the community and keep people informed of project progress.
- Proposals are due on 2/24 for the Commission's website update and 2/26 for an update to the Wage and Compensation Analysis initially performed in 2017.



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NRVRC.ORG

MEMORANDUM

To: NRVRC Commissioners

From: Ashley Briggs - Public Health Director, Business Continuity Team

Date: February 18, 2021

Re: New River Valley Business Continuity Team Update

The Business Continuity Team staff has been busy working to assist businesses, local government and schools navigate the current COVID-19 environment from planning to vaccination efforts. We have also hired a new volunteer coordinator to help manage the call center. A brief metrics update:

- The majority of public-school staff have received their first dose of the vaccine against COVID-19 and now many have also received their second dose this week.
- 142 businesses (this includes childcare facilities) have been vaccinated or have appointments for their employees to be vaccinated. These businesses employ over 12,600 employees!
- We have 360 businesses pre-registered for COVID-19 vaccination and we are working through them based on the current 1a and 1b priorities outlined by the state vaccination program.
- Our call center has made over 12,200 appointment calls to our 65 and older community.



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NRVRC.ORG

MEMORANDUM

To: NRVRC Commissioners

From: Kevin R. Byrd, Executive Director

Date: February 18, 2021

Re: Economic Recovery: Targeted Industries Survey Insights

At the February Commission meeting Charlie Jewell, Executive Director of Onward NRV, will provide a presentation on the findings from their recent survey of employers relating to impacts associated with the pandemic. Onward NRV and the New River/Mount Rogers Workforce Development Board are sub-grantees to the Commission supporting the development of the New River Valley Economic Recovery Plan. One component of developing the Recovery Plan is engaging employers to understand real-time impacts of the pandemic which cannot readily be determined through data, particularly when employment data lags several months before it is released.

Currently, Commission staff is collecting and analyzing available data prior to launching the Comprehensive Economic Development Strategy (CEDS) committee meeting series for the spring. The CEDS committee will review the data and insights gleaned from the employer surveys/interviews conducted by Onward NRV and the Workforce Development Board to help formulate strategies to assist in economic recovery for the region.



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N R V R C . O R G

MEMORANDUM

To: Regional Commission Board Members
From: Kevin R. Byrd, Executive Director
Date: February 18, 2021
Re: Setting 2020 Community Development Block Grant (CDBG) Priorities

Each year the Virginia Department of Housing and Community Development (DHCD) asks the Regional Commission to assist with identifying CDBG priorities for the region. A coordination memo was distributed to local governments and the lists below anticipates their input based on known projects. The Block Grant Priorities for 2020 are listed in the left column and suggestions for 2021 priorities based on identified projects are listed in the right column. Changes related to housing priorities and job creation/retention were elevated this year. Also, DHCD requested a list of grant proposals which may be submitted by localities in the region for 2020. Projects which staff is aware of are listed below.

2020 Priorities

- Priority #1**
 Community Service Facility (Utilities)
 Economic Development- Job Creation and Retention
 Housing – Housing Rehabilitation
- Priority #2**
 Housing- Housing Production Assistance
 Economic Development- Development Readiness
 Community Facility (Physical Structure)
- Priority #3**
 Economic Devel-Business District Revitalization
 Comprehensive Community Development
 Development- Site Redevelopment

2020 Suggested Priorities

- Priority #1**
 Community Service Facility (Utilities)
 Community Facility (Physical Structure)
 Housing – Housing Production Assistance
- Priority #2**
 Economic Development – Development Readiness
 Economic Development – Job Creation and Retention
 Housing – Housing Rehabilitation
- Priority #3**
 Economic Devel-Business District Revitalization
 Comprehensive Community Development
 Development- Site Redevelopment

Known potential projects are as follows:

Construction:

- Wireless broadband and last mile fiber – Regional
- Downtown Revitalization – Narrows
- Downtown Revitalization – Pulaski Town
- Calfee Community and Cultural Center – Pulaski Town
- Scattered Site Housing – Floyd Co
- Price’s Fork Connection to Rt. 114 – Montgomery Co (water)
- Walton Road to Plum Creek from Rt. 114 – Mont Co (water)
- Lafayette – Montgomery Co (water)

Planning:

- Comprehensive Community Devel - Pembroke
- Rt. 99 Utility Service – Pulaski Twn/Co
- Opportunity Zone Planning – Region + Local
- Town Park Development – Glen Lyn
- Rt. 177/Tyler Av. Utilities – Mont. Co.
- Elliston Revital. (Brake Road) – Mont. Co.
- Last-mile Fiber – Pulaski Twn

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NRVRC.ORG

MEMORANDUM

To: NRVRC Commissioners

From: Kevin R. Byrd, Executive Director

Date: February 18, 2021

Re: NRV Revolving Loan Fund Committee Appointees

At the February Commission meeting there will be a discussion of the nominees received so far to serve on the Revolving Loan Fund committee. The purpose of the discussion next week will be to reach consensus on potential committee members to approach regarding their willingness to serve, should they be appointed. Staff will contact the potential members prior to the March meeting so a committee list can be confirmed at the meeting on March 25th.