

# Agenda April 27, 2023 6:00 p.m.— Pulaski County Innovation Center, Fairlawn, VA

- I. CALL TO ORDER
- II. CONSENT AGENDA
  - A. Approval of Minutes for March
  - B. Approval of Treasurer's Report for March
- III. COMMONWEALTH INTERGOVERNMENTAL REVIEW PROCESS
  - A. Projects Signed-off by the staff None
  - B. Regular Project Review None
- IV. PUBLIC ADDRESS
- V. CHAIR'S REPORT
- VI. EXECUTIVE DIRECTOR'S REPORT
- VII. REVIEW OF MUTUAL CONCERNS AND COMMISSIONERS' REPORTS
- VIII. OLD BUSINESS
- IX. NEW BUSINESS
  - A. Christiansburg Institute Overview of the Organization and Projects Underway
    Chris Sanchez, Executive Director
    Commission Discussion
  - B. FY23 VDOT Rural Transportation Work Program & Resolution Elijah Sharp, Deputy Executive Director Commission Action
  - C. Setting Community Development Block Grant Priorities for 2023 Kevin Byrd, Executive Director Commission Action
  - D. Next Commission Meeting: May 25, 6:00pm

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

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#### **MEMORANDUM**

To: NRVRC Board Members

From: Jessica Barrett, Finance Director

Date: April 19, 2023

Re: March 2023 Financial Statements

The March 2023 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 FY22-23 budget adopted by the Commission at the August 25, 2022 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 March 2023 (75% of the fiscal year), Commission year to date revenues are 61% and expenses are 72% of adopted budget. The two largest budget expense lines, Salary and Fringe, are in line with budget at 74% and 80%, respectively.

Looking at the balance sheet, Accounts Receivable is \$557,605. Of this total, Workforce receivables are \$229,563 (41%) and current. The Executive Committee reviews all aged receivables over 60 days and no receivables are deemed uncollectible. Net Projects (\$287,524) represents project expenses, primarily benchmark projects, that cannot be invoiced yet and posted to receivables.

Counties

Floyd | Giles Montgomery | Pulaski

City

Towns

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

Higher Education
Virginia Tech | Radford University
New River Community College

# New River Valley Regional Commission Balance Sheet 3/31/2023

Assets:		Prior Month	Current Month
	Operating Account	111,355	197,966
	Certificate of Deposit	110,488	110,488
	Accounts Receivable	589,349	557,605
	Loans Receivable - Revolving Loan Fund	52,234	51,182
	Restricted Cash - Revolving Loan Fund	52,699	53,859
	Commission Vehicles	32,365	32,365
	Total Assets:	948,489	1,003,465
<u>Liabilities:</u>	Accounts Payable	53,732	116,407
	Accrued Annual Leave	102,657	102,657
	Accrued Unemployment	29,680	29,855
	Funds Held for Others	15,003	15,003
	Expense Reimbursement	1,845	3,323
	Unearned Revenue	0	993
	Total Liabilities:	202,917	268,238
Projects:	Net Projects	(340,933)	(287,524)
(Equity Accounts)	Current Year Unrestricted	158,962	91,635
	Unrestricted Net Assets	833,422	833,422
	Restricted Net Assets - Revolving Loan Fund	103,929	103,929
	Total Projects (Equity)	755,380	741,462
	Total Liabilities and Projects	958,296	1,009,700
	Net Difference to be Reconciled	(9,808)	(6,236)
	Total Adjustments to Post*	9,808	6,236
	Unreconciled Balance (after adjustment)	0	0

<sup>\*</sup>YTD adjustment to Accrued Leave. Final adjustment posted to general ledger at fiscal year end closeout.

# New River Valley Regional Commission Revenue and Expenditures - March 2023

NRVRC Anticipated Revenues           ARC         87,702           ARC - New River Water Trail Expansion         20,000           ARC - PemTel Painters School Road Broadband         5,210           Local Assessment         238,220           DHCD - Administrative Grant         89,971           DRPT RIDE Solutions NRV         84,320           DRPT NRVCAP RideSolutions Strategic Plan         32,870           EDA         70,000           Workforce Fiscal Agent         25,000           Workforce RSVP Fiscal Agent         25,000           Workforce Power Fiscal Agent         25,000           VOT         58,000           VDOT - Rocky Knob Project         70,000           Ployd County         65,244           Floyd Town         3,303           Giles County         9,500           Varrows Town         10,133           Sich Creek Town         7,000           Montgomery County         12,500           Blacksburg Town         14,000           Christiansburg Town         20,500           Pulaski County         5,000           Pulaski County         5,000	0 0 0 0 0 16,796 0 17,500 0 0 0 11,526 0 11,034 3,853 0 687 3,870 0 1,167 4,913 1,385 0	43,851 0 21,763 238,220 67,478 56,371 0 52,500 60,000 25,000 49,262 0 25,895 7,340 13,535 9,640 4,813 (5,000) 10,500 14,046		% Budget  50.00 0.00 417.71 100.00 75.00 66.85 0.00 75.00 80.00 100.00 39.65 222.22 142.48 95.13 68.75
ARC - New River Water Trail Expansion 20,000 ARC - PemTel Painters School Road Broadband 5,210 Local Assessment 238,220 DHCD - Administrative Grant 89,971 DRPT RIDE Solutions NRV 84,320 DRPT NRVCAP RideSolutions Strategic Plan 32,870 EDA 70,000 Workforce Fiscal Agent 75,000 Workforce RSVP Fiscal Agent 25,000 Workforce Power Fiscal Agent 25,000 Workforce Power Fiscal Agent 25,000 Workforce YouthBuild Fiscal Agent 25,000 Workforce VouthBuild Fiscal Agent 36,000 Workforce SVP Fiscal Agent 36,000 Workforce YouthBuild Fiscal Age	0 0 0 16,796 0 17,500 0 0 0 11,526 0 11,034 3,853 0 687 3,870 0 1,167 4,913 1,385	0 21,763 238,220 67,478 56,371 0 52,500 60,000 25,000 49,262 0 25,895 7,340 13,535 9,640 4,813 (5,000) 10,500	20,000 (16,553) 0 22,493 27,949 32,870 17,500 25,000 0 0,8,738 70,000 39,349 (4,037) (4,035) 493 2,187	0.00 417.71 100.00 75.00 66.85 0.00 75.00 80.00 100.00 100.00 39.65 222.22 142.48
ARC - PemTel Painters School Road Broadband  5,210 Local Assessment  238,220 DHCD - Administrative Grant  89,971 DRPT RIDE Solutions NRV  84,320 DRPT NRVCAP RideSolutions Strategic Plan  32,870 BDA  Workforce Fiscal Agent  Workforce RSVP Fiscal Agent  Workforce Power Fiscal Agent  25,000 Workforce Power Fiscal Agent  25,000 Workforce YouthBuild Fiscal Agent  25,000 Workforce VouthBuild Fiscal Agent  25,000 Workforce SVP Fiscal Agent  25,000 Workforce YouthBuild Fiscal Agent  25,000 Workf	0 0 0 16,796 0 17,500 0 0 0 11,526 0 11,034 3,853 0 687 3,870 0 1,167 4,913 1,385	21,763 238,220 67,478 56,371 0 52,500 60,000 25,000 49,262 0 25,895 7,340 13,535 9,640 4,813 (5,000) 10,500	(16,553) 0 22,493 27,949 32,870 17,500 15,000 25,000 0 8,738 70,000 39,349 (4,037) (4,035) 493 2,187 17,500	417.71 100.00 75.00 66.85 0.00 75.00 80.00 100.00 100.00 39.66 222.22 142.48
238,220     DHCD - Administrative Grant   89,971     DRPT RIDE Solutions NRV   84,320     DRPT NRVCAP RideSolutions Strategic Plan   32,870     DRPT NRVCAP RideSolutions Strategic Plan   32,870     DRA   70,000     Workforce Fiscal Agent   25,000     Workforce Power Fiscal Agent   25,000     Workforce Power Fiscal Agent   25,000     Workforce YouthBuild Fiscal Agent   25,000     Workforce YouthBuild Fiscal Agent   25,000     Workforce YouthBuild Fiscal Agent   25,000     DOT - Rocky Knob Project   70,000     Floyd County   65,244     Floyd Town   3,303     Giles County   9,500     Narrows Town   10,133     Rich Creek Town   7,000     Montgomery County   12,500     Blacksburg Town   14,000     Christiansburg Town   20,500     Pulaski County   5,000     Pulaski Count	0 0 16,796 0 17,500 0 0 0 0 11,526 0 11,034 3,853 0 687 3,870 0 1,167 4,913 1,385	238,220 67,478 56,371 0 52,500 60,000 25,000 49,262 0 25,895 7,340 13,535 9,640 4,813 (5,000) 10,500	0 22,493 27,949 32,870 17,500 15,000 25,000 0 8,738 70,000 39,349 (4,037) (4,035) 493 2,187 17,500	100.00 75.00 66.85 0.00 75.00 80.00 100.00 100.00 39.65 222.22 142.48
DHCD - Administrative Grant         89,971           DRPT RIDE Solutions NRV         84,320           DRPT NRVCAP RideSolutions Strategic Plan         32,870           EDA         70,000           Workforce Fiscal Agent         25,000           Workforce Power Fiscal Agent         25,000           Workforce YouthBuild Fiscal Agent         25,000           VDOT         58,000           VDOT - Rocky Knob Project         70,000           Floyd County         65,244           Floyd Town         3,303           3iles County         9,500           Narrows Town         10,133           Rich Creek Town         7,000           Montgomery County         12,500           Blacksburg Town         14,000           Christiansburg Town         20,500           Pulaski County         5,000	0 16,796 0 17,500 0 0 0 0 0 11,526 0 11,034 3,853 0 687 3,870 0 1,167 4,913 1,385 0	67,478 56,371 0 52,500 60,000 0 25,000 25,000 49,262 0 25,895 7,340 13,535 9,640 4,813 (5,000) 10,500	22,493 27,949 32,870 17,500 15,000 25,000 0 8,738 70,000 39,349 (4,037) (4,035) 493 2,187 17,500	75.00 66.85 0.00 75.00 80.00 100.00 100.00 39.65 222.22 142.48
DRPT RIDE Solutions NRV         84,320           DRPT NRVCAP RideSolutions Strategic Plan         32,870           EDA         70,000           Workforce Fiscal Agent         75,000           Workforce RSVP Fiscal Agent         25,000           Workforce Power Fiscal Agent         25,000           Workforce YouthBuild Fiscal Agent         25,000           VDOT         58,000           VDOT- Rocky Knob Project         70,000           Floyd County         65,244           Floyd Town         3,303           3iles County         9,500           Narrows Town         10,133           Rich Creek Town         7,000           Montgomery County         12,500           Blacksburg Town         14,000           Christiansburg Town         20,500           Pulaski County         5,000	16,796 0 17,500 0 0 0 0 11,526 0 11,034 3,853 0 687 3,870 0 1,167 4,913 1,385 0	56,371 0 52,500 60,000 0 25,000 25,000 49,262 0 25,895 7,340 13,535 9,640 4,813 (5,000) 10,500	27,949 32,870 17,500 15,000 25,000 0 8,738 70,000 39,349 (4,037) (4,035) 493 2,187	66.85 0.00 75.00 80.00 0.00 100.00 100.00 84.95 0.00 39.65 222.25 142.48
DRPT NRVCAP RideSolutions Strategic Plan         32,870           EDA         70,000           Workforce Fiscal Agent         75,000           Workforce RSVP Fiscal Agent         25,000           Workforce Power Fiscal Agent         25,000           Workforce YouthBuild Fiscal Agent         25,000           VDOT         58,000           VDOT - Rocky Knob Project         70,000           Floyd County         65,244           Floyd Town         3,303           Glies County         9,500           Narrows Town         10,133           Rich Creek Town         7,000           Montgomery County         12,500           Blacksburg Town         14,000           Christiansburg Town         20,500           Pulaski County         5,000	0 17,500 0 0 0 0 0 11,526 0 11,034 3,853 0 687 3,870 0 1,167 4,913 1,385	0 52,500 60,000 0 25,000 25,000 49,262 0 25,895 7,340 13,535 9,640 4,813 (5,000) 10,500	32,870 17,500 15,000 25,000 0 0 8,738 70,000 39,349 (4,037) (4,035) 493 2,187 17,500	0.00 75.00 80.00 0.00 100.00 100.00 84.92 0.00 39.65 222.22 142.48
### ADDA	17,500 0 0 0 0 11,526 0 11,034 3,853 0 687 3,870 0 1,167 4,913 1,385 0	52,500 60,000 0 25,000 25,000 49,262 0 25,895 7,340 13,535 9,640 4,813 (5,000) 10,500	17,500 15,000 25,000 0 0 8,738 70,000 39,349 (4,037) (4,035) 493 2,187 17,500	75.00 80.00 0.00 100.00 84.93 0.00 39.69 222.22 142.48
Workforce Fiscal Agent         75,000           Workforce RSVP Fiscal Agent         25,000           Workforce Power Fiscal Agent         25,000           Workforce YouthBuild Fiscal Agent         25,000           VDOT         58,000           VDOT - Rocky Knob Project         70,000           Floyd County         65,244           Floyd Town         3,303           Giles County         9,500           Narrows Town         10,133           Rich Creek Town         7,000           Montgomery County         12,500           Blacksburg Town         14,000           Christiansburg Town         20,500           Pulaski County         5,000	0 0 0 11,526 0 11,034 3,853 0 687 3,870 0 1,167 4,913 1,385	60,000 0 25,000 25,000 49,262 0 25,895 7,340 13,535 9,640 4,813 (5,000) 10,500	15,000 25,000 0 0 8,738 70,000 39,349 (4,037) (4,035) 493 2,187 17,500	80.00 0.00 100.00 100.00 84.93 0.00 39.69 222.22 142.48 95.13
Workforce RSVP Fiscal Agent         25,000           Workforce Power Fiscal Agent         25,000           Workforce YouthBuild Fiscal Agent         25,000           VDOT         58,000           VDOT- Rocky Knob Project         70,000           Floyd County         65,244           Floyd Town         3,303           Glies County         9,500           Narrows Town         10,133           Rich Creek Town         7,000           Montgomery County         12,500           Blacksburg Town         14,000           Christiansburg Town         20,500           Pulaski County         5,000	0 0 0 11,526 0 11,034 3,853 0 687 3,870 0 1,167 4,913 1,385	0 25,000 25,000 49,262 0 25,895 7,340 13,535 9,640 4,813 (5,000) 10,500	25,000 0 8,738 70,000 39,349 (4,037) (4,035) 493 2,187 17,500	0.00 100.00 100.00 84.92 0.00 39.69 222.22 142.48 95.13
Workforce Power Fiscal Agent         25,000           Workforce YouthBuild Fiscal Agent         25,000           VDOT         58,000           VDOT - Rocky Knob Project         70,000           Floyd County         65,244           Floyd Town         3,303           Glies County         9,500           Narrows Town         10,133           Rich Creek Town         7,000           Montgomery County         12,500           Blacksburg Town         14,000           Christiansburg Town         20,500           Pulaski County         5,000	0 0 11,526 0 11,034 3,853 0 687 3,870 0 1,167 4,913 1,385	25,000 25,000 49,262 0 25,895 7,340 13,535 9,640 4,813 (5,000) 10,500	0 0 8,738 70,000 39,349 (4,037) (4,035) 493 2,187 17,500	100.00 100.00 84.93 0.00 39.69 222.22 142.48
Workforce YouthBuild Fiscal Agent         25,000           ZDOT         58,000           ZDOT - Rocky Knob Project         70,000           Floyd County         65,244           Floyd Town         3,303           Gilles County         9,500           Narrows Town         10,133           Rich Creek Town         7,000           Montgomery County         12,500           Blacksburg Town         14,000           Christiansburg Town         20,500           Pulaski County         5,000	0 11,526 0 11,034 3,853 0 687 3,870 0 1,167 4,913 1,385	25,000 49,262 0 25,895 7,340 13,535 9,640 4,813 (5,000) 10,500	0 8,738 70,000 39,349 (4,037) (4,035) 493 2,187 17,500	100.00 84.93 0.00 39.69 222.22 142.48 95.13
TOOT   58,000   70,	11,526 0 11,034 3,853 0 687 3,870 0 1,167 4,913 1,385 0	49,262 0 25,895 7,340 13,535 9,640 4,813 (5,000) 10,500	8,738 70,000 39,349 (4,037) (4,035) 493 2,187 17,500	84.93 0.00 39.69 222.22 142.48 95.13
VDOT - Rocky Knob Project         70,000           Floyd County         65,244           Floyd Town         3,303           Giles County         9,500           Narrows Town         10,133           Rich Creek Town         7,000           Montgomery County         12,500           Blacksburg Town         14,000           Christiansburg Town         20,500           Pulaski County         5,000	0 11,034 3,853 0 687 3,870 0 1,167 4,913 1,385	0 25,895 7,340 13,535 9,640 4,813 (5,000) 10,500	70,000 39,349 (4,037) (4,035) 493 2,187 17,500	0.00 39.69 222.22 142.48 95.13
Floyd County         65,244           Floyd Town         3,303           Giles County         9,500           Narrows Town         10,133           Rich Creek Town         7,000           Montgomery County         12,500           Blacksburg Town         14,000           Christiansburg Town         20,500           Pulaski County         5,000	11,034 3,853 0 687 3,870 0 1,167 4,913 1,385	25,895 7,340 13,535 9,640 4,813 (5,000) 10,500	39,349 (4,037) (4,035) 493 2,187 17,500	39.69 222.22 142.48 95.13
Floyd Town     3,303       Giles County     9,500       Narrows Town     10,133       Rich Creek Town     7,000       Montgomery County     12,500       Blacksburg Town     14,000       Christiansburg Town     20,500       Pulaski County     5,000	3,853 0 687 3,870 0 1,167 4,913 1,385	7,340 13,535 9,640 4,813 (5,000) 10,500	(4,037) (4,035) 493 2,187 17,500	222.22 142.48 95.13
Giles County     9,500       Narrows Town     10,133       Rich Creek Town     7,000       Montgomery County     12,500       Blacksburg Town     14,000       Christiansburg Town     20,500       Pulaski County     5,000	0 687 3,870 0 1,167 4,913 1,385	13,535 9,640 4,813 (5,000) 10,500	(4,035) 493 2,187 17,500	142.48 95.13
Narrows Town         10,133           Rich Creek Town         7,000           Montgomery County         12,500           Blacksburg Town         14,000           Christiansburg Town         20,500           Pulaski County         5,000	687 3,870 0 1,167 4,913 1,385	9,640 4,813 (5,000) 10,500	493 2,187 17,500	95.13
Rich Creek Town         7,000           Montgomery County         12,500           Blacksburg Town         14,000           Christiansburg Town         20,500           Pulaski County         5,000	3,870 0 1,167 4,913 1,385 0	4,813 (5,000) 10,500	2,187 17,500	
Montgomery County     12,500       Blacksburg Town     14,000       Christiansburg Town     20,500       Pulaski County     5,000	0 1,167 4,913 1,385	(5,000) 10,500	17,500	68.75
Blacksburg Town         14,000           Christiansburg Town         20,500           Pulaski County         5,000	1,167 4,913 1,385 0	10,500		
Christiansburg Town 20,500 Pulaski County 5,000	4,913 1,385 0			-40.00
Christiansburg Town 20,500 Pulaski County 5,000	4,913 1,385 0		3,500	75.00
Pulaski County 5,000	1,385 0	,	6,454	68.52
	0	2,545	2,455	50.90
2,032		7,500	(4,848)	282.86
Radford City 82,500		49,815	32,685	60.38
Radford University 17,500	1,926	11,163	6,337	63.79
VA Tech Foundation, Inc. 0	1,500	1,500	(1,500)	0.00
Miscellaneous Income 0	36	8,314	(8,314)	0.00
Virginia's First RIFA 13,000	0	13,500	(500)	103.85
NRV MPO 40,000	0	0	40,000	0.00
	3,063 0	9,133	3,867	70.25
Montgomery Bland Pulaski VATI 116,125		0	116,125	0.00
CDBG COVID19 237,212	0	243,030	(5,818)	102.45
Dept of Environmental Quality 22,672	4,334	14,959	7,713	65.98
/DEM 70,500	20,770	43,085	27,415	61.11
Virginia Outdoors Foundation 25,000	0	0	25,000	0.00
VHDA 69,000	0	23,938	45,062	34.69
Southwest Virginia SWMA 7,470	0	7,000	470	93.71
Virginia Recycling Association 15,450	0	10,500	4,950	67.96
New River Health District 75,000	3,923	11,508	63,492	15.34
Friends of SWVA 7,351	2,017	5,013	2,338	68.20
United Way Southwest Virginia 20,000	0	0	20,000	0.00
VOF SwVA Natives Campaign Project Match 0	0	1,000	(1,000)	0.00
VDH Office of Drinking Water 80,000	19,875	24,237	55,763	30.30
Mount Rogers PDC 45,000	15,000	45,000	0	100.00
Revolving Loan - Interest 0	108	1,132	(1,132)	0.00
Local Match (unprogrammed ARC) 35,351	0	0	35,351	0.00
Direct Charge Reimbursement 0	0	0	0	0.00
Grant income (anticipated 9,535	0	0	9,535	0.00
Sub Total Revenues 2,057,789	161,914	1,254,084	803,705	60.94
Expenses				
Salaries 1,215,392	100,114	901,311	314,081	74.16
Fringe Benefits 328,163	30,338	263,898	64,265	80.42
Travel 35,650	2,392	19,544	16,106	54.82
Office Space 68,730	5,727	51,547	17,183	75.00
Communications 21,460	2,253	16,220	5,240	75.5
Office Supplies 38,898	17,332	50,978	(12,080)	131.00
Postage 1,400	119	792	608	56.59
Printing 6,200	0	6,745	(545)	108.73
Copier Usage/Maintenance 1,500	107	738	762	49.20
Outreach/Media Adv 12,360	226	659	11,701	5.33
Equipment Rent/Copier 3,000	223	2,011	989	67.02
Fleet Vehicles 4,400	26	1,139	3,261	25.89
Dues/Publications 20,215	564	17,472	2,743	86.43
Γraining/Staff Development 27,170	4,124	11,819	15,351	43.50
nsurance 4,200	149	3,249	951	77.35
Meeting Costs 12,200	1,361	12,121	79	99.35
Contractual Services 236,195	4,991	101,365	134,830	42.92
Professional Services Audit/Legal 11,000	5,473	8,975	2,025	81.59
Miscellaneous/Fees 4,700	192	4,655	45	99.03
Reimbursed Expenses 0	121	750	(750)	0.00
Unassigned Expenses 4,956	0	0	0	0.00
Sub Total Expenses 2,057,789	175,831	1,475,987	576,846	71.73

# New River/Mount Rogers Workforce Development Board Revenue and Expenditures - March 2023

(75% of FY)

NR/MR WDB Anticipated Revenues		March 2023	YTD	Under/Over	(/5% 01 F 1) % Budget
Workforce Development Area	3,915,121	162,612	1,073,053	2,842,068	27.41%
Sub Total Revenues	3,915,121	162,612	1,073,053	2,842,068	
Expenses					
Salaries	609,510	51,356	450,115	159,395	73.85%
Fringe Benefits	201,138	14,695	123,715	77,423	61.51%
Travel	30,000	4,291	18,132	11,868	60.44%
Office Space	36,000	7,978	30,040	5,960	83.44%
Communications	15,000	1,065	10,152	4,848	67.68%
Office Supplies	40,000	3,229	14,509	25,491	36.27%
Postage	250	0	10	240	4.02%
Printing	1,500	0	1,592	(92)	106.16%
Outreach/Media Adv	35,000	919	9,404	25,596	26.87%
Equipment Rent/Copier	1,700	0	738	962	43.41%
Dues/Publications	5,000	424	1,633	3,367	32.66%
Training/Staff Development	7,000	0	3,539	3,461	50.55%
Insurance	5,000	0	3,745	1,255	74.90%
Meeting Costs	7,000	985	6,278	722	89.69%
Contractual Services	2,872,938	70,169	390,055	2,482,883	13.58%
Professional Services Audit/Legal	15,000	7,500	9,356	5,644	62.37%
Miscellaneous/Fees	33,085	0	0	33,085	0.12%
Workforce Grants Admin	0	0	39	(39)	0.00%
Sub Total Expenses	3,915,121	162,612	1,073,053	2,842,068	27.41%
NR/MR WDB Balance	0	0	0		

Total Agency R&E		March 2023	YTD	
Anticipated Revenue	5,972,910	324,525	2,327,137	38.96%
Anticipated Expense	5,972,910	338,443	2,549,040	42.68%
Balance	0	(13,918)	(221,903)	<del>-</del>



# April 21, 2023 Executive Director's Report

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# **Economic Development:**

- VATI 2022: Pulaski County held a broadband check presentation event on April 13th. This was an opportunity for media to run stories about the investment forthcoming in Pulaski County from the state, All Points Broadband, and the county. The project continues forward in the final egineering phase. The Montomgery/Bland contract was executed and is also in the final engineering phase. The Montgomery VATI 2021 project in the eastern portion of the county is anticipated to be under construction soon. Administratively, Commission staff is working through the first grant draw process and setting up the process to follow for future draws.
- Commission staff is developing a regional Opioid Abatement Authority statewide competitive
  grant application. Staff coordinated a series of seven focused conversations with local
  governments and service delivery partners to identify programs to include in the application.
  Program areas include transportation, housing, prevention/education, drug testing, and drug
  courts. Applications are due May 5<sup>th</sup>.

# **Transportation:**

- The regularly scheduled monthly NRV Passenger Rail Station Authority meeting on April 27<sup>th</sup> will be used as an informational meeting for the Virginia Passenger Rail Authority to provide a project update to community stakeholders. The NRV Station Authority will also have a brief update for the community. VPRA last held a public information meeting in October, so this will be an opportunity to keep the community informed and allow time for questions.
- VDOT will be holding a public input meeting on May 16<sup>th</sup> at the Salem Civic Center starting at 4:00pm. NRV comments will focus on appreciation for passenger rail service extension and requesting a third lane on I-81 southbound between mile markers 128 and 137 since this is the only section of I-81 that the improvement plan did not include a third lane.

# **Natural Resources:**

- The next New River Watershed Roundtable meeting will take place on April 26<sup>th</sup> at 10:30am at the Pulaski County Innovation Center. Meetings are open to the public and a wide range of stakeholders participate regularly.
- The New River Water Trail Expansion project held a project management team kick-off
  meeting earlier this week. The purpose of this step is to ensure all project partners
  understand roles and timelines. The next steps will involve environmental review for the four
  boat launch sites.

# Regional:

• The Regional Commission coordinated with local governments to host a Planning Commissioner's Training event on April 20<sup>th</sup>. The event was held at the Montgomery County Government Center and had the highest amount of attendance of any annual training with over 60 registrants. The training focused on solar farm deployments with guest speakers from Louisa County, and the group covered process oriented content as well such as Roberts Rules of Order and handling public comment portions of meetings. Feedback so far has been quite positive.

# **Commission:**

• Summer Bork's last day with the Regional Commission will be at the end of April. Summer came on board during the pandemic as our economic recovery coordinator. We will be missing her technical expertise with data and her willingness to always lend assistance regardless of the task!



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## **MEMORANDUM**

To: NRVRC Board Members

From: Kevin Byrd, Executive Director

Date: April 21, 2023

Re: Christiansburg Institute – Overview of the Organization and Projects Underway

At the April Regional Commission meeting Chris Sanchez, Executive Director of the Christiansburg Institute, will present information about the organization and projects underway. Christiansburg Institute, Inc. (CI,Inc.) is a grassroots 501(c)3 cultural heritage and historic preservation nonprofit organization with a mission of community education, intergenerational empowerment, and the responsible stewardship of African American history, stories, and culture in Southwest Virginia. CI,Inc. was established in 2001 and is managed by an 18-member Board of Directors and is operated by our full-time Executive Director and a six-person paid professional staff.

Headquartered in Montgomery County, Virginia, CI, Inc., operates a community-based museum and learning center that offers cultural programs and educational workshops about African American history, research, and preservation, and offers internships for area high school and college students. Both the museum and learning center are accessible to the public with weekly scheduled hours of operation where visitors can tour the museum, browse and research its archival collections, conduct genealogical research, use GIS mapping and scanning software, and explore African American literature.

Strengthening the Region through Collaboration



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#### **MEMORANDUM**

To: Regional Commission Board Members

From: Elijah Sharp, Deputy Executive Director

Date: April 20, 2023

Re: FY24 Transportation Planning Work Program

The Virginia Department of Transportation allocates State Planning and Research (SPR) funding to provide annual transportation planning assistance for non-urbanized areas within the Commonwealth. SPR funds are appropriated under 23 US Code 307 (c), requiring an 80% federal and 20% local match.

The FY24 Regional Commission Rural Transportation Work Program will have a total project budget of \$72,500. Key program deliverables will include:

- Regional Park & Ride Lot Annual Existing Use & Conditions Assessment
- NRV Cycling Guide Update
- Local rural roads study
- Coordinating and hosting the Multi-Regions Bike/Ped Social
- Coordinating local meetings with Salem District Commonwealth Transportation Board Representative
- Trail Counter Program purchasing new counters
- Assist local partners with Title VI compliance
- Assist local partners with SMART Portal Applications

If you have questions about the anticipated work program, please contact me at <a href="mailto:esharp@nrvrc.org">esharp@nrvrc.org</a> or call (540) 639-9313.



FY24 Transportation Planning Work Program

April 27, 2023

# **Table of Contents**

Introduction	1
Program Administration	2
Program Activities	3
Budget Summary	6
Regional Commission Resolution	7

# Introduction

The Virginia Department of Transportation (VDOT) allocates part of the State Planning and Research (SPR) funding to provide annual transportation planning assistance for non-urbanized areas within the Commonwealth. The Rural Transportation Planning (RTP) Program was created to aid the State in fulfilling the requirements of the State Planning Process to address the transportation needs of non-metropolitan areas. Funds appropriated under 23 U.S.C. 505 (SPR funds) are used in cooperation with the Department of Transportation, Commonwealth of Virginia for transportation planning as required by Section 135, Title 23, U.S. Code. These Federal funds provide 80 percent funding and require a 20 percent local match.

In FY-2024 each planning district commission / regional commission that has rural area will receive \$58,000 from VDOT's Rural Transportation Planning Assistance Program. The corresponding planning district commission / regional commission will provide a local match of \$14,500 to conduct rural transportation planning activities. This resource may be supplemented with additional planning funds. The arrangement of all such funds involves the development of a scope of work, approval and other coordination in the Transportation & Mobility Planning Division's (TMPD) administrative work programs.

The scope of work shall include specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work may also include activities or studies addressing other transportation planning related issues that may be of specific interest to the region. The criteria for the determination of eligibility of studies for inclusion as part of this work program are based upon 23 U.S.C. 505, State Planning and Research.

Use of these funds by the New River Valley Regional Commission (NRVRC) is identified in and guided by an annual scope of work, also referred to as a work program. The work program details the transportation planning activities to be carried out by the NRVRC under the Rural Transportation Planning Assistance Program in the upcoming fiscal year.

Local government staff and the Commission's Transportation Technical Advisory Committee (TAC) representatives participate in the development of the work program, which must be approved/endorsed by the Commission. For FY-2023 the Commission proposes to utilize the SPR funds to undertake activities in the two general areas: Program Administration and Program Activities.

# **Program Administration**

**Objective and Background:** The purpose of this work element is to cover the administrative and general costs associated with the project.

**Work Elements:** This includes the financial management and quarterly reporting, office supplies, meeting materials, and other general program costs. Activities include:

- Provide fiscal accountability of State Planning and Research (SPR) fund expenditures through regular quarterly reporting to VDOT.
- Provide adequate and appropriate public notice of meetings.
- Maintain contact with a regional network of local government officials, region-wide agencies and organizations, neighboring PDCs, VDOT representatives, and other applicable federal, state and local agencies concerning transportation issues.
- Completion and submission of necessary agreements and contracts, invoices, progress reports, correspondence, and grant applications in support of the work program.
- Conduct and attend meetings, training and conferences.
- Preparing Urban or Rural Transportation Planning Work Program, scope of work, manage program funds, provide outreach and data.
- Maintaining Title VI and Americans with Disabilities Act (ADA) compliance, and ensuring environmental justice, nondiscrimination, and equity, including consultation with appropriate groups, committees, and community representatives through the application of the approved Title VI and Public Involvement Plan.

**Products:** Quarterly financial reporting, mailings/notices, and preparation of quarterly activity reports.

# Regional Transportation Planning Program Administration Budget:

Total Budge	\$6.000.00	
RC Funds	(20%)	\$1,200.00
SPR Funds	(80%)	\$4,800.00

# **Program Activities**

**Objective and Background:** Address regional transportation issues identified by the Transportation Committees and the Regional Commission. Individual projects and work elements are described below:

### Work Elements:

(a) (\$1,500) Regional Transportation Leadership - The purpose of this work element is to facilitate regional participation and consensus building on transportation-related issues through a continuing, comprehensive, and coordinated planning process.

# Task 1: Regional Transportation Annual Meeting

**Products:** NRV administrators and professional staff from local governments, public transportation service providers, and institutions/agencies within the New River Valley Regional Commission service area serve as an advisory body to the Commission on transportation issues. The group meets periodically to discuss public transportation in the region and serves as a coordinating entity to support local governments, partnering stakeholders, and service providers.

# Benchmarks/Milestones (throughout year):

- Provide staff assistance for up to two meetings (Spring + Fall)
- Coordinate a multi-regions alternative transportation social (Summer)
- Maintain a website to post relevant transportation related information
- Identify potential common interests
- Develop strategies and recommendations
- Identify funding sources
- (\$45,000) Regional Technical Assistance Activities typically include assistance in the areas of: highway safety/congestion, bicycle/pedestrian improvements, access management, public transportation, freight movement, hazard mitigation, infrastructure evaluations, stormwater management, recreation, or transportation as it relates to other elements such as: housing, economic development, and energy.

# Task 1: Regional Park & Ride Lot – Existing Use & Conditions Assessment

**Products:** NRV Park and Ride Lot Study.

## Benchmarks/Milestones (throughout year):

- Perform site visits and collect photo documentation
- Complete data collection form(s) provided by VDOT
- Create technical report(s) as needed or requested by VDOT

# **Task 2: Rural Roads Study**

**Products:** Partner with VDOT and staff at Floyd, Giles, Montgomery, or Pulaski County to identify safety, capacity, maintenance, alternative transportation, and access management improvements.

# Benchmarks/Milestones (throughout year):

- Data collection and analysis
- Site visits and photo documentation
- Create a publication quality report (available electronically)
- Present findings to District and Residency staff

# Task 3: NRV Cycling Guide & Trail Counter Program

**Products:** Maintain supporting program websites.

# Benchmarks/Milestones (throughout year):

- Update cycling routes, route descriptions, cue sheets, and 3D mapping
- Purchase new trail counting equipment
- Install trail counters, retrieve data, and prepare trail usage reports

# (c) (\$10,000) Project Implementation, Grant-Writing Assistance & Professional Development

**Products:** Assist local applicants to prepare transportation related grant funding applications. Additional assistance will be offered depending on staff availability.

# Benchmarks/Milestones (throughout year):

- Schedule a meeting with CTB representative(s) prior to grant deadlines
- Develop supporting docs for up to three transportation grant applications
- Submit Commission projects through the SMART Portal
- Attend Conferences/Professional Development

# (d) (\$10,000) Statewide Projects and Core Program Requirements

**Products:** The purpose of this work element is to provide assistance to the Virginia Department of Transportation for statewide planning on behalf of the New River Valley. Furthermore, provide local technical assistance required to fulfill statewide planning and policy efforts.

# Benchmarks/Milestones (throughout year):

- Participate in VTrans webinars and SMART Scale regional meetings.
- Participate in meetings with VDOT staff regarding Title VI and Environmental Justice compliance.
- Participate in the Fall Transportation meeting and provide display to serve as outreach to the region's citizens.
- Assure any projects completed include FHWA's 2021 Planning Emphasis Areas dated December 30, 2021.
- Participate in the Fall Transportation Meeting held in your region and provide a display to serve as outreach to the region's citizens.
- Participate in any additional outreach meetings that may arise and provide/review data as requested by VDOT throughout the fiscal year.
- Participate with the MPOs and VDOT on meeting performance measures.
- Provide VDOT's Transportation Mobility and Planning Division Central Office and DRPT with an annual Ride Solutions report.
- Help identify high-growth areas (UDAs, future growth areas). VDOT will
  develop recommendations to address current safety and congestion issues.
- Assist in the development of project pipeline studies (recommendation development, public involvement).
- Park & Ride Lot Use Counts and Conditions Assessment Conduct usage counts and conditions assessment at rural P&R lots using TMPD's P&R manual count methodology. VDOT will prioritize lot count locations, provide data collection form, and basic count training as necessary.
- Update Commission webpage with current transportation studies and other pertinent transportation related information.

# New River Valley Regional Projects Budget:

Total Budge	\$66,500.00	
RC Funds	(20%)	\$13,300.00
SPR Funds	(80%)	\$53,200.00

# Budget Summary FY 2024 Work Program

Tasks	VDOT (SPR) 80%	RC (Match) 20%	Total 100%
Program Administration  a) Financial management, reporting, & general program costs	\$4,800	\$1,200	\$6,000
Total Budgeted Expenditure for Program Administration	\$4,800	\$1,200	\$6,000
Program Activities			
a) Regional Transportation Leadership	\$1,200	\$300	\$1,500
b) Regional Technical Assistance	\$36,000	\$9,000	\$45,000
c) Project Implementation, Grant-Writing, Professional Dev.	\$8,000	\$2,000	\$10,000
d) Statewide Projects and Core Program Requirements	\$8,000	\$2,000	\$10,000
Total Budgeted Expenditure for Program Activities	\$53,200	\$13,300	\$66,500
Total Budgeted Expenditure for Program Administration and Program Activities	\$58,000	\$14,500	\$72,500

# New River Valley Regional Commission

April 27, 2023

# Resolution of support for FY 2024 Transportation Planning Work Program

WHEREAS, the New River Valley Regional Commission is eligible to receive State Planning and Research (SPR) funds through the Virginia Department of Transportation's Rural Transportation Planning Assistance Program; and

WHEREAS, the proposed FY 2024 Transportation Planning Work Program represents the interests of the New River Valley region; and

WHEREAS, the New River Valley Regional Commission has reviewed the Transportation Planning Work Program and agrees with the projected work elements for the 2023-2024 fiscal year.

THEREFORE, BE IT RESOLVED by the New River Valley Regional Commission that this Commission adopts and supports the FY 2024 Transportation Planning Work Program - Rural Planning Organization Staff Budget.

Adopted this 27 <sup>th</sup> day of April 2023	
Hil Johnson, Chair	



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#### **MEMORANDUM**

To:

**Regional Commission Board Members** 

From: Kevin Byrd, Executive Director

Date: April 21, 2023

Re: Setting 2023 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 2022 are listed in the left column and suggestions for 2023 priorities based on identified projects are listed in the right column. Changes related to housing priorities and job creation/retention remain elevated this year. Also, DHCD requested a list of grant proposals which may be submitted by localities in the region for 2023. Potential projects which staff is aware of are listed below.

# 2022 Priorities

### Priority #1

Community Service Facility (Utilities)
Housing -Housing Rehabilitation
Housing – Housing Production Assistance

## Priority #2

Community Facility (Physical Structure)

Economic Development – Development Readiness

Economic Development – Job Creation and Retention

# Priority #3

Economic Devel-Business District Revitalization Comprehensive Community Development Development- Site Redevelopment

Known potential projects are as follows:

### Construction:

Last mile fiber – Regional

Downtown Revitalization – Narrows

Downtown Revitalization – Pulaski Town

Calfee Community and Cultural Center – Pulaski Town

Scattered Site Housing – Floyd Co

Walton Road to Plum Creek– Mont Co (water)

Lafayette – Montgomery Co (water)

GPS Infrastructure - Narrows

#### 2023 Suggested Priorities

#### Priority #1

Community Service Facility (Utilities)
Housing -Housing Rehabilitation
Housing – Housing Production Assistance

## Priority #2

Community Facility (Physical Structure)
Economic Development – Development Readiness
Economic Development – Job Creation and Retention

# Priority #3

Economic Devel-Business District Revitalization Comprehensive Community Development Development- Site Redevelopment

# Planning:

Housing Rehab – Floyd County
Rt. 99 Utility Service – Pulaski Twn/Co
Longshop/McCoy (water) – Mont. Co.
Comprehensive Community Development – Floyd Town
Mt. Zion/Brooksfield Rd (water) – Mont. Co.
Firetower Rd (wate) – Mont. Co.
Fire/Police Facility PAR - Narrows
Union Valley Area (water) – Mont. Co.
Sewer Upgrade PER – Narrows

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