

## NEW RIVER VALLEY PLANNING DISTRICT COMMISSION

### Minutes of the Commission Meeting

held on January 27, 2011

6:00 p.m.– New River Valley Competitiveness Center, Fairlawn

#### I. CALL TO ORDER, ROLL CALL

PRESENT: Mrs. H. Lesko, Chair, Town of Blacksburg; Mr. S. Weaver, Treasurer, Town of Christiansburg; Mr. C. Bopp, Pulaski County; Mr. L. Clevinger, Town of Pulaski; Mr. T. Garrett, Town of Narrows; Mr. F. Gerald, Floyd County; Dr. H. Harvey, City of Radford; Mr. M. Harvey, Montgomery County; Mr. M. Patton, Town of Floyd; Mrs. A. Perkins, Montgomery County; Mr. J. Sheffey, Pulaski County; Mr. H. Showalter, Town of Christiansburg; Mr. K. Sullivan, Virginia Tech; Mr. Doug Warren, Pulaski County; and Mr. M. Welker, Town of Pulaski.

ABSENT: Mr. T. Cox, City of Radford; Mr. D. Dent, Virginia Tech; Ms. E. Janney, Floyd County; Mr. D. Langrehr, Town of Blacksburg; Mr. R. McCoy, Giles County; Vacant, Giles County; Vacant, Radford University; and Vacant, Town of Rich Creek.

#### II. APPROVAL OF OCTOBER MINUTES

Mrs. Lesko asked for approval of the October minutes if there were no questions or changes.

Motion: Mr. Harvey moved that the October minutes be approved. Mr. Sheffey seconded the motion.

Action: Motion carried unanimously.

#### III. CHAIR'S REPORT

Mrs. Lesko welcomed guests to the meeting and asked them to introduce themselves. In attendance were Beth O'Conner, Virginia Rural Health Resource Center; Brad Mecham, new Regional Planner at PDC, and Charles Bopp, new Commissioner representing Pulaski County.

#### IV. REVIEW OF MUTUAL CONCERNS AND COMMISSIONERS' REPORTS

No Report

#### V. APPROVAL OF TREASURER'S REPORT FOR OCTOBER, NOVEMBER, AND DECEMBER

Mrs. Lesko asked if there were any questions concerning the Treasurer's Report provided in the agenda packet. Mr. Weaver stated that things seem to be on track, and would go into detail if anyone so desired.

Motion: Mr. Sheffey moved for approval of the October, November and December Treasurer's Reports. Dr. Harvey seconded the motion.

Action: Motion carried unanimously.

## VI. EXECUTIVE COMMITTEE REPORT

Mrs. Lesko stated that the Executive Committee met prior to the Commission meeting and discussed several items. Since there was no December Commission meeting, the Executive Committee did approve a one time cash bonus of \$500.00 for full-time employees and a proportionate amount for part-time employees, and wanted to let everyone know of that decision.

## VII. EXECUTIVE DIRECTOR'S REPORT

Mr. Byrd reported on the following:

- **Transportation-TAC**

Rural Long Range Plan

- January 28, 2011 - Comments on the draft recommendations received by the consultant team from each PDC
- February through March 2011 - Consultant team prepares meeting materials and incorporates draft recommendations into the report
- May 13 - Public comments reviewed and incorporated into final report
- June 3 - Final Reports printed

Rural Work Program Update

- Montgomery County Route 111/460 Study in Shawsville
  - Policy recommendations for access management, bicycle and pedestrian improvements, and hazard mitigation for flooding
- MPO/PDC Regional Public Transportation Organization Model:
  - Stakeholder kick-off meeting held January 26<sup>th</sup> to begin work on the study
  - Review organization models enabled in VA, interview stakeholders, final report
- Bikeway-Walkway Plan
  - Committee is nearing final draft
- Bike Virginia
  - Registration double where they were the previous two years

December 7<sup>th</sup> - MPO/PDC Meeting with VDOT/DRPT

- Transportation revenues have rapidly been decreasing the last several years:
  - Dramatic changes to the SYIP - trying to complete current projects in program is a struggle
  - Communication issues between agencies
  - Reliance on federal and special funding programs
  - Balances on inactive projects
- Exploring Opportunities for Improvement
  - New reporting and legislative tools-located at VDOT district offices
  - Restrict funding to project phases that are to be obligated in the current FFY
  - Concentrating STP funds on underway projects, bridge and pavement maintenance
- Local Planning
  - Program priorities for PE, ROW, and construction over six-year time frame
  - Shape local plans to be more constrained with anticipated revenue streams

Interactive Map for Major Highway Projects in Virginia - <http://www.virginiadot.org/travel/resources/RCA.swf>

- **Governor's Transportation Conference**

- State Agency Updates:

- VDOT, DMV, Port Authority, Motor Vehicle Dealer Board, and DRPT
- State agency staffing at 1960 level
- VA has the 3<sup>rd</sup> largest transportation network in the US
- VA port is ready to accommodate ships (larger size) from Panama Canal
- Seventy-six percent of VA businesses currently looking at other states for better transportation systems
- 7.6 million vehicles currently registered
- I-95 has been submitted to FHWA for installation of tolling - impacts to 81?
- Lynchburg train service exceeded expectation of ridership by 200%

- Governor's Transportation Strategy:

- VA currently #3 in creating new jobs in US (behind TX and PA)
- Now is time to invest in transportation infrastructure
- Protect Transportation Trust Fund from General Fund
- Accelerate 2007 Bonds - VA 1 of 8 AAA bond rate in US
- VA transportation infrastructure bank provide roughly \$1 billion in loans to local communities
- Recommending that the debt limit not change but utilize a 10-year rolling average rather than every few years
- No new revenue strategy developed

- **Transportation I-81 Corridor Meeting**

- December 16<sup>th</sup>

- The Secretary of Transportation asked District Administrators to meet with the communities along the I-81 Corridor to discuss future needs
- PDC compiled comments received at the November TAC meeting and provided them to Richard Caywood, District Administrator
- The group discussed improvements to existing interchanges (exit 114, exit 109) and park-n-ride locations
- Discussed widening improvements to the I-81 Corridor between New River and 581, also north bound to the interchange with I-77
- Discussed varying speed limits for autos vs. trucks
- Caywood will prepare a formal response for the Secretary and will ask the meeting attendees to provide suggestions and revisions to the response

- **Bus Bridge to Rail**

- Amtrak Bus Connector from Lynchburg to Roanoke and Blacksburg:

- Roanoke to Lynchburg Connector:
  - Generate estimated 3,600 passengers
  - Public Transit Agency cost for service - \$1152,106/yr
  - Private third-party contractor cost for service: \$329,200/yr
  - DRPT determined that service could be undertaken relatively "lean" fashion with limited additional labor from supervisors and mechanics
- Connector Service to Blacksburg:
  - Generate estimated 800 passengers
  - Public Transit Agency cost for service - \$274,571/yr

Mr. Sheffey stated that the Alliance adopted a resolution to have Amtrak come to Radford and the Planning Commission supported it. Mr. Byrd stated that this could be added to our legislative agenda. Others stated that there is no Greyhound service in the NRV, and would be interested in seeing the numbers between mega bus and Amtrak.

- **New River Valley Network Wireless Authority**
- Official invitation sent to Montgomery County and City of Radford to join Authority
- Requires 20% match for length of fiber in County
- Pulaski County and Giles County IDA Authority are members
- Montgomery County declined to participate
- Waiting on City of Radford response
- PDC nearing completion of Environmental Review
- Construction to start Spring 2011 - complete 2013
  
- **Rout 114 Bridge and Route 61 Bridge**
- PDC coordinated meeting between:
  - VDOT
  - Pulaski County, City of Radford, Montgomery County, Giles County, Town of Narrows
  - Outdoor Recreation Business
- Discuss river access issues during construction
- Resolution appears possible, alternate access on either side of river
- Further discussion with contractor and VDOT upcoming
  
- **VAPDC**
- Winter Conference February 3-4, 2011
- Partnering with VML\VACO
- Meeting with delegates on morning of Feb. 3
  
- **Water Supply Plan Adoption**
- Adoption process underway, several localities already complete
- PDC coordinating discussion in Giles County between towns and PSA regarding drought ordinance
- Localities must adopt plan by November 2011
- PDC has funds to assist adoption through winter
  
- **Rich Creek School Reuse**
- PDC providing assistance to determine reuse for vacant school wing
- Working with Community Design Assistance Center at VT on community meeting
- Hosted community meeting on January 23<sup>rd</sup> with 40+ in attendance
- Creating historical record via scanned photos and stories
- Videographer student at VT volunteered time to capture stories and the meeting on video
  
- **TEMCI**
- Transportation Equipment Manufacturing Competitiveness Initiative (TEMCI)
- Hosted 4 marketing meetings to inform businesses
- Two rounds of funding, should have enough projects for round one
- Developing a financing seminar for businesses in sector to learn about capital funding

- **Chesapeake Bay TMDL/Watershed Implementation Plan**
- VAPDC provided response to the proposed Chesapeake Bay TMDL/Watershed Implementation Plan
  - Fairness in regulatory measures across entire geography
  - Necessary resources should be made available in technical and financial means
  - Regional strategies should be promoted
- **Hazard Mitigation Plan**
- Currently being reviewed by local governments in region
- Public meetings being scheduled in all four counties and the City
- Need to receive comments by end of February
- FEMA will review in March and make plan “ready for adoption” by localities
- Once first plan adopted the 5 year review clock starts
- **Sustainable Communities (Livability Initiative)**
- Nearing contract with HUD, early February
- Advertising two positions (3 year project)
  - Project Manager
  - Community Facilitator
- \$1 million grant from HUD (EPA, FHWA)
- Match from EDA, ARC, HOME Consortium, Blacksburg CDBG and PDC
- Monumental regional effort
- Consortium Appointments upcoming
- Affordable Housing, Transportation, Energy, Food Systems/Agriculture, Economic Development/Workforce, Broadband, Water Resources, Land Use, Natural Resources, Arts and Culture
- **Congressman Griffith Meeting**
- 4 of 5 Southwest PDC directors met with Congressman Griffith on 1/27
- Discussed importance of federal programs - EDA, ARC, Rural Development, and CDBG
- Proposed elimination of these programs is potentially devastating to communities in the 9<sup>th</sup> district
- **Staff Changes**
- Brad Mecham, Economic Development Planner
  - Started December 16
  - BYU, undergrad degree
  - University of Arizona, graduate degree
- Jack Whitmore resigned January 14
- Regina Elsner resigning mid-February (moving back to Denver, Colorado for new job and her family is there)
- **Pulaski County Announcement**
- Dove Vinyl Window announce \$2 million investment and 100 new jobs

## VIII. PUBLIC ADDRESS

None

## **IX. OLD BUSINESS**

### **A. Setting of Date to Reschedule Regional Forum**

Mrs. Lesko stated that perhaps in April, during our regular Commission meeting. The Commissioners concurred. Mrs. Lesko asked everyone to remind local representatives the importance of this meeting.

## **X. NEW BUSINESS**

### **A. Presentation by Glen Sink, Rural Center for Virginia**

Mr. Byrd stated that Mr. Sink had to cancel for this month.

### **B. Establishment of New River Valley CEDS Committee**

Mrs. Lesko stated that the Commission has been the CEDS Committee in the past, however to make sure we follow proper procedure, the CEDS Committee is now required to be comprised of at least 51% private sector. Mr. Byrd asked the Commissioners to think of anyone they think would be willing to serve and let him or Holly know. Mr. Sheffey stated possibly the Pulaski County Chamber Director, and Mr. Harvey suggested the Nanosonic of Giles County. Mr. Patton asked if it would be a subcommittee of the PDC. Mr. Byrd stated it would be. Someone else asked what is the term length. Mr. Byrd the initial length could possibly be 2 years. Mr. Mecham has been meeting with private companies and they seem interested.

### **C. Review and Approval of FY 10 Audit**

Mr. Byrd stated that nothing abnormal was noted by the auditors. They stated that the PDC should have a CPA to prepare Treasurer's Report, but cost is too high.

Motion: Mr. Patton moved that the FY 10 Audit be approved. Mr. Garrett seconded the motion.

Action: Motion carried unanimously

### **D. Appointment of PDC Representative to the New River-Highlands RC&D Council**

Mrs. Lesko stated that Joe Gorman had represented the PDC on the Council, unfortunately he passed away this year and would need to be replaced. Mr. Byrd stated that Dave Rundgren had indicated that he would be interested in the appointment. Mrs. Lesko asked if Kevin would extend the invitation and it be decided at our next meeting.

## **XI. OTHER BUSINESS**

None

## XII. COMMONWEALTH INTERGOVERNMENTAL REVIEW PROCESS

### A. Continuation or Renewal Projects (Signed-off by the staff)

1. Chesapeake Media Service Journal Production - Chesapeake Media Service
2. Bridge Replacement over Roanoke River - VDOT
3. Technical Assistance Grant for Communications, Outreach & Education - Alliance for the Chesapeake Bay
4. Vehicle Purchase - New River Community Action
5. Vehicle Purchase - New River Valley Senior Services

### B. Regular Project Review

1. None

Mrs. Lesko asked if anyone had questions concerning the environmental review projects. There was discussion concerning the Town of Blacksburg's letter to DEQ concerning several issues they had acknowledge that need attention.

### C. Environmental Project Review

1. Phase IV Oak Lane Community at VT - VPI & SU

Motion: Mr. Harvey moved to postpone action. After discussion, Mr. Harvey withdrew his motion.

Motion: Mr. Harvey then moved that the concerns and comments of the Town of Blacksburg be addressed and the Commission be apprised of the results of the concerns. Mr. Sheffey seconded the motion.

Action: Motion carried unanimously.

2. VTES Duckbank from Lane Substation to the NE Quadrant - VPI & SU

Motion: Mr. Warren moved to support the Town of Blacksburg's comments. Mr. Welker seconded the motion.

Action: Motion carried unanimously

Meeting adjourned.

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Holly Larson Lesko, Chair  
New River Valley Planning District Commission

*Return to Agendas & Minutes*

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*Last Edited: 3/2/11*

# NEW RIVER VALLEY PLANNING DISTRICT COMMISSION

## Minutes of the Commission Meeting

held on February 24, 2011

6:00 p.m.– New River Valley Competitiveness Center, Fairlawn

### I. CALL TO ORDER, ROLL CALL

PRESENT: Mrs. H. Lesko, Chair, Town of Blacksburg; Mr. M. Patton, Vice-Chair, Town of Floyd; Mr. S. Weaver, Treasurer, Town of Christiansburg; Mr. C. Bopp, Pulaski County; Mr. L. Clevinger, Town of Pulaski; Mr. T. Cox, City of Radford; Mr. G. Eaton, Town of Rich Creek; Mr. T. Garrett, Town of Narrows; Mr. F. Gerald, Floyd County; Dr. H. Harvey, City of Radford; Mr. M. Harvey, Montgomery County; Mr. J. Sheffey, Pulaski County; Mr. K. Sullivan, Virginia Tech; Mr. Doug Warren, Pulaski County; and Mr. M. Welker, Town of Pulaski.

ABSENT: Mr. D. Dent, Virginia Tech; Ms. E. Janney, Floyd County; Mr. D. Langrehr, Town of Blacksburg; Mr. R. McCoy, Giles County; Mrs. A. Perkins, Montgomery County; Mr. H. Showalter, Town of Christiansburg; Vacant, Giles County; and Vacant, Radford University.

### II. APPROVAL OF JANUARY MINUTES

Mrs. Lesko asked for approval of the January minutes if there were no questions or changes. Mr. Garrett noted that he was present for the January meeting.

Motion: Mr. Sheffey moved for approval of the January minutes with the change as noted. Mr. Harvey seconded the motion.

Action: Motion carried unanimously.

### III. CHAIR'S REPORT

Mrs. Lesko welcomed the new member, Gary Eaton, representing the Town of Rich Creek. Mr. Eaton stated he was glad to be representing Rich Creek. Mrs. Lesko asked each member to introduce themselves.

### IV. REVIEW OF MUTUAL CONCERNS AND COMMISSIONERS' REPORTS

Mr. Patton stated that next month he would be taking care of this section of the agenda.

### V. APPROVAL OF TREASURER'S REPORT FOR JANUARY

Mrs. Lesko asked if there were any questions concerning the Treasurer's Report provided in the agenda packet. Mr. Weaver stated that things seem to be on track, if anyone has questions he'd be glad to answer them.

Motion: Mr. Sheffey moved for approval of the January Treasurer's Report. Mr. Patton seconded the motion.

Action: Motion carried unanimously.



Mrs. Lesko asked that Item A under Old Business be moved to this part of the agenda.

## IX. OLD BUSINESS

### A. Presentation by Glen Sink, Rural Center for Virginia

Mr. Sink apologized for not being able to attend the January meeting due to a change in his work schedule. He complimented the PDC on the work it does and for having Mr. Byrd as our Director. He stated that Mr. Sheffey was on the Rural Center's Board and was appreciative of his leadership. Mr. Sink provided handouts and made a slide presentation. He stated that he wants to help close the gap between the economies of rural Virginia versus the rest of the State. His mission is to enhance a partnership between the Rural Center and this PDC and other PDC's. He stated that the key challenge facing rural Virginia is finding an area of economic strength upon which to build. This problem varies depending on each individual region and its own strengths and weaknesses. He asked the Commissioners to grade their entity using A-F and let him know the results. He noted the economic indicator percentages for population, employment and per capita income for rural versus Virginia. He stated that the major challenge is finding an area of economic strength upon which to build a competitive. Some solutions could be infrastructure, access to capital, community capacity, targeted incentives for job creation, workforce training and education.

## VI. EXECUTIVE COMMITTEE REPORT

Mrs. Lesko stated that the Executive Committee discussed some of the changes in the PDC offices. A new office space for a new planner was constructed by PDC staff by removing a wall between two storage closets, and the large mapping room will be restructured to accommodate new staff. When all changes have been made, we may have an "open house" for the Commissioners.

## VII. EXECUTIVE DIRECTOR'S REPORT

Mr. Byrd reported on the following:

- **Transportation-TAC**

- Rural Long Range Plan

- March through April 2011 - Public meetings scheduled, invitation sent to consultant for Marh TAC meeting
    - May 13 - Public comments reviewed and incorporated into final report
    - June 3 - Final Reports printed

- Annual Work Program

- Commission to review work program at March meeting
    - 2/24 meeting with VDOT, localities, stakeholders
    - Discussed details of boat access during construction
    - Currently evaluating ability to keep existing ramp open rather than establishing an alternative access

- **Transportation**

- Public Meeting - I-81 Truck Climbing Lanes in Montgomery County - Montgomery County Government Center

- February 28 - 5:00-7:00 p.m.
    - Presentation at 5:30 p.m.
    - Southbound lanes from mile marker 120-125

- **VAPDC Winter Conference**

- Governor McDonnell

- Past 2 months at 5% revenue growth in VA
    - Priorities:
      - 1) Higher Education - \$75 million in new funding
      - 2) Transportation - accelerate debt issuance, create infrastructure bank
      - 3) Job Creation/Economic Development - \$54 million package for R&D for Nano/Bio, Aerospace and Manufacturing, Tourism, Film, Wine
      - 4) Government Reform - VRS “not in good shape”, VA one of few states with 100% employer supported program
  - None of the revenue growth projected to return to local education or fire programs

- Secretary of Transportation

- \$1.7 billion in construction this year
    - Asking PDC's & localities to ID revenue sharing before SYIP starting
    - \$3.2 billion in bonds trying to issue this year (jumpstart)
    - Sustained funding issue next year
      - All General Assembly - 140 seats, up for re-election and redistricting
    - Infrastructure Bank - local governments, private sector can access for loan guarantee, low interest rates
      - Developments may proffer a project up front and finance via bank
    - Revenue sharing - \$200 million total w/\$10 million max per project

- Electric Car Deployment

- Richmond 1 of 19 metros to receive launch of vehicles
    - Community College grant to train technicians
    - Dominion Power addressing infrastructure issues
      - Level 1 charge = 120v @8-16 hrs
      - Level 2 charge = 240v @4-6 hrs (most popular = dryer demand)
      - Pure electric cars (LEAF & Tesla) 100 miles no gas
        - Average home = 6.6kw electric load
        - LEAF = 6.6kw need (double residential load)
        - Tesla = 16.8kw need
    - 80% users private charge at home
    - 29% users public charge (15 min quick charge)
      - How will gas stations integrate electric charging?
      - Locality zoning issues (queuing of vehicles, public parking areas with electric charge stations)
      - Retro-fitting homes for electricity upgrade (100+ different permitting processes)
      - Raleigh, NC has online instant permitting for electric upgrade
    - Range Anxiety, stuck in winter storms?

- VAPDC Legislative Presence

- Continue work with Bill Leighty
    - Bridge Example
    - Need support from business community
    - Highlight shared services and inter-governmental relations

- **Water Supply Plan Adoption**
  - Adoption process underway, several localities already complete
  - PDC coordinating discussion in Giles County between towns and PSA regarding drought ordinance (March 4<sup>th</sup>, 10:00 a.m, County Administration)
  - Localities must adopt plan by November 2011
  - PDC has funds to assist adoption through winter
  
- **Hazard Mitigation Plan**
  - Currently being reviewed by local governments in region
  - Public meetings being held 2/23 and 2/24 at PDC office
  - Need to receive comments by end of February
  - FEMA will review in March and make plan “ready for adoption” by localities
  - Once first plan adopted the 5 year review clock starts
  
- **Sustainable Communities (Livability Initiative)**
  - February 1, contract with HUD
  - Advertising two positions (3 year project)
    - Project Manager
    - Community Facilitator
  - \$1 million grant from HUD (EPA, FHWA)
  - Match from EDA, ARC, HOME Consortium, Blacksburg CDBG and PDC
  - Consortium Appointments upcoming
  - Affordable Housing, Transportation, Energy, Food Systems/Agriculture, Economic Development/Workforce, Broadband, Water Resources, Land Use, Natural Resources, Arts and Culture
  - Project website: <http://www.nrvpdc.org/livabilityinitiative/index.html>
  
- **ARC Grants 2011**
  - Micro-Hydro Power Generation Demonstration Project for Community Education (\$19,838)
  - Draper Corridor Development Strategic Plan (\$84,210)
  - Asset Inventory for VA’s Heritage Migration Route, to include Wilderness Road, Fincastle Turnpike, Carolina Road and Daniel Boone Heritage Trails (\$60,000)
  - ‘Round the Mountain Education Coordinator Project (\$56,500)
  - Southwest Virginia Cultural Heritage Project - Inviting the World to Southwest Virginia (\$500,000)
  
- **‘Round the Mountain**
  - Heartwood opening late June
  - [www.heartwoodvirginia.org](http://www.heartwoodvirginia.org)
  - Initial \$43,700 in craft orders from Heartwood exclusive to RTM crafters for inventory
  - More orders of similar size expected before opening
  - Floyd 5-day open house tour . Creating community toolkit for others to implement
  - Agri-tourism – jurying food product for sale at Heartwood

## VIII. PUBLIC ADDRESS

None

## IX. OLD BUSINESS (Cont)

### B. Appointment of PDC Representative to the New River-Highlands RC&D Council

Mrs. Lesko stated that Mr. Rundgren would accept being a representative to the RC&D Council if the PDC so desires.

Motion: Mr. Patton moved for approval of Mr. Rundgren being appointed to the RC&D Council as the PDC's representative. Dr. Harvey seconded the motion.

Action: Motion carried unanimously.

### C. Establishing CEDS Committee

Mrs. Lesko stated the memo in the packet had several names of individuals who were interested in serving. However, we still need someone from Health Care and Tourism. Mr. Byrd needs names to pull together a committee to meet next month. The appointment will be for 2 years, but only 4 meetings are involved. Mr. Welker suggested also a representative from are hospitals.

Mr. Cox asked how he could explain the purpose of a CEDS. Mrs. Lesko stated it is the economic development strategy for the region, similar to a comprehensive plan for the region. It is used to get funding for jurisdictional projects.

## X. NEW BUSINESS

### A. Setting of 2011 Community Development Block Grant Priorities

Mr. Byrd stated that localities submit known projects, then the priorities are set that will help localities get the highest rating in order to receive funding.

Dr. Harvey asked if it wouldn't be beneficial to promote job creation, making it a higher priority. Mr. Byrd stated that the projects that are known fall under the suggested items under Priority #1 and they address job creation.

Motion: Mr. Garret moved to accept the suggested priorities as presented. Mr. Sullivan seconded the motion.

Action: Motion carried unanimously,

### B. Financial Software Conversion Project

Mr. Byrd stated that the complex system of spreadsheets that the PDC utilizes now is in need of updating to an actual financial software system. He stated he had researched several software packages at other PDCs. The majority utilize a GMS software. The PDC has the funds budgeted and following the initial cost, annual costs are within reason. Mr. Cox asked if the system can be expanded if needed. Mr. Byrd stated that additional packages are available and they give quarterly upgrades, and provide a flash drive that will refresh the software.

Motion: Mr. Harvey moved to accept updating financial software for the PDC. Mr. Warren seconded the motion.

Action: Motion carried unanimously.

### C. Overview of CIRP Purpose

Mr. Byrd stated an overview of the Commission and its purpose was provided to the Commissioners. He stated that since the State does not have a statewide clearinghouse, the PDCs are the pass-through agency. The purpose of our review is to comment on a project; we're not actually approving or disapproving. When the agenda states "signed off by the staff", that means either the project comments need to be sent in before the Commission meeting date or the project was a continuation. The regular review is for projects requesting funding. Next month you will have a project that you will have an opportunity on which to comment.

## XI. OTHER BUSINESS

Dr. Harvey stated she would like to give an update on the Competitiveness Center . She stated that the Center is certainly not at 100% capacity and barely making ends meet. Pulaski County is very involved and provides part-time staffing for the Center, Christiansburg has contributed funds, and Radford City provides lighting components for outdoors. When the Center was built, moral obligations were received from 8 municipalities, and the time has come to ask for help.

Mr. Gerald asked what is the benefit to each jurisdiction. Dr. Harvey stated that if someone in your area asked if there would be any help for a small business start-up, you could send them to the Center for a business plan and occupancy for a few years, once up and running they could graduate and then move back into your area. Mrs. Lesko stated that this facility makes the area more attractive to bring in businesses. Mr. Byrd stated that Floyd County residents work at businesses in the Center.

## XII. COMMONWEALTH INTERGOVERNMENTAL REVIEW PROCESS

- A. Projects (Signed-off by the staff)
  - 1. Purchase One 15-Passenger Van - Giles Health & Family Center
  - 2. Database and Reporting Process for Tracking Wetlands in Virginia - DEQ
- B. Regular Project Review  
None
- C. Environmental Project Review  
None

Meeting adjourned.

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Holly Larson Lesko, Chair  
New River Valley Planning District Commission

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*If you have any questions or comments regarding this page, please e-mail [nrvpdc@nrvpdc.org](mailto:nrvpdc@nrvpdc.org)*

*Last Edited: 3/22/11*

# NEW RIVER VALLEY PLANNING DISTRICT COMMISSION

## Minutes of the Commission Meeting

held on March 24, 2011

6:00 p.m.– New River Valley Competitiveness Center, Fairlawn

### I. CALL TO ORDER, ROLL CALL

**PRESENT:** Mrs. H. Lesko, Chair, Town of Blacksburg; Mr. M. Patton, Vice-Chair, Town of Floyd; Mr. S. Weaver, Treasurer, Town of Christiansburg; Mr. C. Bopp, Pulaski County; Mr. T. Cox, City of Radford; Mr. G. Eaton, Town of Rich Creek; Mr. T. Garrett, Town of Narrows; Mr. F. Gerald, Floyd County; Dr. H. Harvey, City of Radford; Mr. J. Sheffey, Pulaski County; Mr. K. Sullivan, Virginia Tech; Mr. M. Welker, Town of Pulaski.

**ABSENT:** Mr. L. Clevinger, Town of Pulaski; Mr. D. Dent, Virginia Tech; Ms. E. Janney, Floyd County; Mr. D. Langrehr, Town of Blacksburg; Mr. R. McCoy, Giles County; Mrs. A. Perkins, Montgomery County; Mr. H. Showalter, Town of Christiansburg; Mr. Doug Warren, Pulaski County; Vacant, Giles County; and Vacant, Radford University.

### II. APPROVAL OF FEBRUARY MINUTES

Mrs. Lesko asked for approval of the February minutes if there were no questions or changes. Mr. Sheffey suggested the Commission's recognition in February of Mr. Michael Harvey's service should be reflected in the minutes.

Motion: Mr. Sheffey moved that the February minutes be approved. Mr. Sullivan seconded the motion.

Action: Motion carried unanimously.

### III. CHAIR'S REPORT

No Report

### IV. REVIEW OF MUTUAL CONCERNS AND COMMISSIONERS' REPORTS

Mr. Patton started a monthly communication method and asked Mr. Sullivan of Virginia Tech and Mr. Weaver of Christiansburg to offer their thoughts and perspectives on the role of the Commission. Mr. Patton indicated he will select two more for each subsequent meeting.

Mr. Sullivan offered that the Commission is important to Virginia Tech by ensuring the region's success the university will also thrive. By working with the region the university is able to create a high quality of life to attract quality employees and students to their institution. The university also looks to the Commission to bring groups of people together for better coordination on projects and resources.

Mr. Weaver provided an historical overview of the Commission's financial systems from the early days of keeping books by hand to the TRS-80 package followed by DOS and the soon to be implemented GMS system. He noted the Commission's duties and project loads have changed considerably over the past 40 years and the financial systems have changed to meet the organization's need. He believes the latest system will aid the Commission in keeping up with grants and enable the auditors to review financial statements with greater ease.

Mr. Sheffey reported he received an email regarding a public hearing scheduled for redistricting in Roanoke on March 31<sup>st</sup> at 6:00 to be held at the Higher Education Center. Mr. Sheffey will send this email to Mr. Byrd so he can distribute to the Commissioners.

## V. APPROVAL OF TREASURER'S REPORT FOR FEBRUARY

Mrs. Lesko asked if there were any questions about the Treasurer's Report provided in the agenda packet. Mr. Weaver stated that the PDC is still solvent. Mr. Sullivan inquired about the fiscal year start date.

Motion: Mr. Patton moved for approval of the February Treasurer's Report. Mr. Sheffey seconded the motion.

Action: Motion carried unanimously.

## VI. EXECUTIVE COMMITTEE REPORT

Mrs. Lesko stated that the Executive Committee met and discussed creating a job description for the Executive Director. The Executive Committee was not all in agreement concerning the need for a job description. Mrs. Lesko indicated research on the subject will continue and any Commissioner interested in contributing to the effort is welcome to contact her, or other Executive Committee members, to participate.

## VII. EXECUTIVE DIRECTOR'S REPORT

Mr. Byrd reported on the following:

- **Wind Energy Ordinance**
  - Pulaski County, 1<sup>st</sup> in VA with ordinance
  - DEQ's Renewable Energy Local Outreach Stakeholders
  - DEQ creating model ordinance for VA local governments
  - PDC/Pulaski County presenting ordinance to committee on 3/31 in Richmond
- **Tourism Website**
  - <http://xplore.swva.org/>
  - Site launch in May
  - Upcoming discussion on "ribbon cutting" with chambers and local governments
  - Feedback needed soon, nearing completion
- **Financial Conversion Project**
  - Site Visit April 11-13 for Indirect Cost Plan
  - PDC receives full software in late May
    - Enter employee records in June
  - Site visit July 18-22 run first payroll
  - Chart of Accounts, Cash Receipts, Accounts Payable, Journal Entries
  - Site Visit August 1-5 run second payroll
    - Budgeting

- **Sustainable Communities Presentations**
  - Blacksburg Partnership
  - Mayor's Climate Action Task Force (Blacksburg)
  - Development District Association of Appalachia (ARC Conference)
- **DC Visits**
  - Congressman Griffith staff visit
  - Senator Warner staff visit
  - Discussed:
    - Economic Development Administration (EDA)
    - Community Development Block Grants (CDBG)
    - Rural Development (RD)
    - Appalachian Regional Commission (ARC)
- **New Employee**
  - Patrick Burton
  - PDC (9 years)
  - VDOT, Assistant District Planner
  - Associate Director, Joint Industrial Development Authority of Wythe County, Town of Wytheville and Rural Retreat
- **Take Home Materials**
  - Cultural Heritage Investments in SWVA
  - Office of the Governor letter regarding Chesapeake Bay
  - Economic Development Announcement, Modea in Blacksburg
  - Planning Commissioner Training, 4/27 at 6:00

Mr. Sullivan commented on the Wind Energy Ordinance regarding proximity of turbines to antenna that transmit radio signal, particularly for emergency communications.

## VIII. PUBLIC ADDRESS

None

## IX. OLD BUSINESS

### A. CEDS Committee Formation

Mrs. Lesko asked if Commissioners had any other names to recommend for the CEDS committee. Mr. Byrd provided a list of potential committee members who are willing to serve. A few jurisdictions have vacancies and the Commission indicated the vacancies could be filled on a rolling basis as people are identified to serve. Mr. Garrett recommended the participant terms be staggered for one, two and three years since this is the inaugural committee.

Motion: Mr. Sheffey moved the slate of committee members be approved as presented. Mr. Cox seconded the motion.

Action: Motion carried unanimously.



## X. NEW BUSINESS

### A. The Chesapeake Bay TMDL & VA's Bay TMDL Watershed Implementation Plan

Ms. Joan Salvati, Director-DCR Division of Chesapeake Bay Local Assistance, provided a presentation regarding the Chesapeake Bay TMDL and the Watershed Implementation Plan. Ms. Salvati asked if the PDC would be willing to partner with DCR to help implement the Watershed Plan. Mr. Byrd responded the Virginia Association of PDCs will discuss opportunities to participate with DCR.

### B. Transportation Work Program

Mr. Elijah Sharp, Regional Planner, provided an overview of the FY 12 Transportation Work Program. The funding amount from the state is unchanged as well as the local match requirement.

Motion: Mr. Sheffey moved that the FY 12 Transportation Work Program be approved. Mr. Welker seconded the motion.

Action: Motion carried unanimously.

### C. Sustainable Communities Project Overview Presentation

This item was moved to next month's agenda due to length of meeting.

## XI. OTHER BUSINESS

Dr. Harvey inquired about two transportation projects and their position in regional priorities. The first, a bridge extension from Viscoe Road across the New River into the City of Radford. The second, Route 114 widening from the Town of Christiansburg to the Arsenal property. PDC staff will provide a project priority list next month in anticipation of the VDOT public hearing to be held on May 12.

## XII. COMMONWEALTH INTERGOVERNMENTAL REVIEW PROCESS

### A. Continuation or Renewal Projects (Signed-off by the staff)

None

### B. Regular Project Review

1. Rt. 600 Piney Woods Road in Montgomery County, VDOT

Mr. Cox asked if additional residential development was planned for this portion of Montgomery County. Mr. Byrd responded the project is not in a village area for the County.

Motion: Mr. Gerald moved the project does not conflict with regional plans or priorities. Mr. Cox seconded the motion.

Action: Motion carried unanimously.

### C. Environmental Project Review

1. Kentland Farm Dairy Relocation at VT, Virginia Tech
2. Reissuance of Permit VA0000213 VCI at Radford Foundry, DEQ

Motion: Mr. Cox moved that the projects do not conflict with regional plans or priorities and asked the additional comments from Montgomery County be included regarding Kentland Farm. Dr. Harvey seconded the motion.

Action: Motion carried unanimously.

Meeting adjourned.

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Holly Larson Lesko, Chair  
New River Valley Planning District Commission

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*Last Edited: 4/21/11*

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# NEW RIVER VALLEY PLANNING DISTRICT COMMISSION

## Minutes of the Commission Meeting

held on April 28, 2011

6:00 p.m.– New River Valley Competitiveness Center, Fairlawn

### I. CALL TO ORDER, ROLL CALL

**PRESENT:** Mrs. H. Lesko, Chair, Town of Blacksburg; Mr. M. Patton, Vice-Chair, Town of Floyd; Mr. C. Bopp, Pulaski County; Mr. L. Clevinger, Town of Pulaski; Mr. T. Cox, City of Radford; Mr. G. Eaton, Town of Rich Creek; Mr. T. Garrett, Town of Narrows; Mr. F. Gerald, Floyd County; Dr. H. Harvey, City of Radford; Mr. J. Sheffey, Pulaski County; Mr. K. Sullivan, Virginia Tech; Mr. Doug Warren, Pulaski County; and Mr. M. Welker, Town of Pulaski.

**ABSENT:** Mr. R. Alvarez, Radford University; Mr. D. Dent, Virginia Tech; Ms. E. Janney, Floyd County; Mr. D. Langrehr, Town of Blacksburg; Mr. R. McCoy, Giles County; Mrs. A. Perkins, Montgomery County; Mr. H. Showalter, Town of Christiansburg; Mr. S. Weaver, Treasurer, Town of Christiansburg; and Vacant, Giles County.

### II. APPROVAL OF MARCH MINUTES

Mrs. Lesko asked for approval of the March minutes if there were no questions or changes.

Motion: Mr. Cox moved that the March minutes be approved. Mr. Patton seconded the motion.

Action: Motion carried unanimously.

### III. CHAIR'S REPORT

Mrs. Lesko announced that Mr. Weaver's wife is ill and has been in the hospital. If anyone would like to send a card or visit, call the office for their address.

Mrs. Lesko extended her concern and support in response to the tornado in Pulaski and Draper.

Mr. Sheffey stated that the Town is very thankful for the working relationship with the county and other areas. Mr. Bopp stated that the outpouring support has been remarkable, even from other states such as Maine, New Hampshire. Mr. Clevinger also said the concern of other areas has been overwhelming. Mr. Byrd stated that the HOME Consortium is working to assist with housing needs.

### IV. REVIEW OF MUTUAL CONCERNS AND COMMISSIONERS' REPORTS

Mr. Patton asked Mr. Welker and then Mr. Gerald to offer their thoughts or remarks concerning matters of the Commission.

Mr. Welker stated that when Mr. Patton asked him at the last meeting to speak at this month's meeting, he thought about the need for getting rid of one way streets in the Town of Pulaski or the elimination of blight, but after the destruction a few weeks ago by the tornado, he thought he would tell of all the help that has been received for Town residents and Draper residents. Fortunately his house was not hit and he's been helping with the clean-up ever since

then. There were over 250 volunteers this past Saturday cleaning up the debris and placing it in dumpsters. He stated that a DHCD grant for \$1.4 million is being put together for rehabilitation. Also a meeting with VML took place at the Town train station today. He wanted to thank everyone for their help.

Mr. Gerald stated that his 10+ years on the Commission has been very important. The Commission as been instrumental in the economic development of Floyd County. The staff has assisted the County with not only their subdivision ordinance and comprehensive plan but with obtaining grants through DHCD. He stated he appreciated the Commission and feel the staff does a wonderful job.

## V. APPROVAL OF TREASURER'S REPORT FOR MARCH

Mrs. Lesko asked if there were any questions about the Treasurer's Report provided in the agenda packet. In the absence of Mr. Weaver, Mr. Byrd stated that the PDC is on track going into the last three months of the fiscal year.

Motion: Mr. Patton moved that the March minutes be approved. Mr. Sheffey seconded the motion.

Action: Motion carried unanimously.

## VI. EXECUTIVE COMMITTEE REPORT

Mrs. Lesko stated that the Executive Committee met and discussed the possibility of expanding the Executive Committee to include one more Commission member for a one year term with the possibility of becoming an officer. The Commission by-laws would have to be amended to reflect the addition of one more member to the Executive Committee. Mr. Patton stated that he thought this would be an asset to the Committee, and would like input from the Commissioners.

Mrs. Lesko then asked that New Business Item A be moved to this portion of the agenda.

## X. NEW BUSINESS

### A. Southeast Rural Community Assistance Project (SERCAP) Presentation

Mr. Daniel Lawson from the Loan Fund Department presented information about SERCAP's assistance program for land purchases as well as equipment purchases. Municipalities, PSA's, and non-profits percentage rates are at 4 ½ % to 5% and for individuals the rate is 1%. The Board has been talking about expanding to septic loans because of regulations for having them upgraded.

Mrs. Lesko asked from where most of the funding comes. Mr. Lawson stated USDA. She also asked the turn-around time of a loan. He stated usually 30-60 days.

Mr. Warren asked if underground oil tank removal would qualify for a loan. Mr. Lawson said the would have to check into that if he would leave his phone number to get back with him.

Mr. Lawson stated that SERCAP will be moving their office from Campbell Avenue to a new location but did not have an address. Mrs. Lesko thanked him for attending the meeting.

## VII. EXECUTIVE DIRECTOR'S REPORT

Mr. Byrd stated that his Director's Report will now be available in the Commission packet each month.

Mr. Byrd reported on the following:

- **Economic Development:**
  - CEDS Committee held their first meeting on April 19 and discussed projects for inclusion in 2011 package
  - The Commerce Park Participation Committee released an RFP for strategic planning services with work to be complete in July 2011-November 2011
  - NRVPCD staff is preparing an internal and external marketing plan for the Competitiveness Center
  - Regional Tourism Website ribbon cutting will be May 31 at 12:00 at the Competitiveness Center, with Delegate Dave Nutter and Shawn Has of Tangent Outfitters as guest speakers
  - Transportation Equipment Manufacturing Competitiveness Initiative (TEMCI) announced the 1<sup>st</sup> round of technical assistance grants for 9 projects (List is attached to minutes)
- **Transportation:**
  - VDOT Public Hearing on Six-Year Improvement Program will be May 12 at 6:00 p.m. at the Salem District Office
  - NRVPCD to identify 3 regional priority projects at the April 28 Commission Meeting
  - Regional Long-Range Plan Public Meeting to be held April 28, 4:00-6:00 pm. In the Conference Room of the Competitiveness Center. All Commissioner are encouraged to arrive early and stop-by the Open House style meeting
  - May is Bike Month. April 30, Fix Fest for bikes will be next to Blacksburg Farmer's Market at 9:00 a.m.-12:00 p.m., Hospitality Stations (Promote RideSolutions) May 20, and 7:30 a.m.-9:00 a.m May 27 at Falling Branch
- **Land Use:**
  - NRVPCD staff began the City of Radford's Subdivision Update in April
  - Railroad Heritage Area Designation meeting held in April to discuss establishing parts of western Virginia and West Virginia as a Federal Heritage Area
  - Woody Bio-mass Feasibility Conference to be held in Wytheville hosted by RC&D on April 20-21
  - Planning Commissioner Training Event to be held April 27. Discussion will be alternative water/wastewater systems
- **PDC:**
  - Water Supply Plan must be adopted locally by November 2011
  - Sustainable Communities Memorandum of Agreement for local government approval due May 28<sup>th</sup> (Floyd, Montgomery, Pulaski counties, City of Radford, Blacksburg and Christiansburg towns)
- **PDC:**
  - Project Coordinator hired for Regional Sustainable Communities project, Kim Thurlow, formerly Assistant Director of Catawba Sustainability Center

## VIII. PUBLIC ADDRESS

None

## IX. OLD BUSINESS

None

## X. NEW BUSINESS

### B. Setting Regional Transportation Project Priorities

Mr. Sharp gave a slide presentation outlining projects that could become part of the Six-Year Improvement Program. The Commission was asked to identify the top three by priority preference to recommend to VDOT at the May 12<sup>th</sup> public hearing. A copy of the suggested projects was provided in the packet. Mr. Welker suggested that Route 11 between Dublin and Fairlawn be added to the list for additional lanes. Mr. Welker stated that Pulaski Exit 98 does need to be upgraded and Mr. Bopp stated that Pulaski Exit 94 should also be on the list. Mr. Byrd stated that these interchange improvements should be noted in the Interstate 81 project. Discussion followed on the placement of the suggested projects.

The top three priorities along with priority 4 and 5 follows:

1. VA Primary Route 114: Improve to a 4-lane typical section from the Radford Army Ammunition Plant to US Route 460 Business in Christiansburg - approx. 5 miles.
2. Interstate I-81: Improve the interchanges at Exits 89, 94, 98, 105 and 114.
3. VA Primary Route 100: Complete 4-laning of corridor from State Route 601 (Pulaski County) to State Route 660 (Giles County) - approximately 3.5 miles.
4. Route 11: Between Dublin and Fairlawn, add additional lanes.
5. Improve Park and Ride Locations: Based on the 2009 RideSolutions Inventory, Use and Need Table.

Motion: Mr. Gerald moved that the priorities listed above be approved. Mr. Garrett seconded the motion.

Action: Motion carried unanimously.

### C. Setting Priorities for 2011 Comprehensive Economic Development Strategy (CEDs)

Mr. Byrd stated that the CEDs Committee met and made some changes from last year. The list was provided in Commission packet. After a discussion about the devastation in Pulaski/Draper, it was decided that there would definitely be a housing need therefore Housing Production should be moved from Priority 2 to Priority Level 1; Passenger Rail and Airport Service should be moved from Priority Level 1 to Priority Level 2; Other Economic Development should be moved from Priority Level 2 to Priority Level 3; and Comprehensive Community Development should be moved from Priority Level 3 to Priority Level 2

Motion: Mr. Welker moved that suggested changes to the priorities be approved. Mr. Sheffey seconded the motion.

Action: Motion carried unanimously.

#### D. Livability Initiative Presentation

Mr. Byrd gave a presentation on the Livability Initiative grant that the PDC had been awarded. He stated that the grant is for \$1 million through HUD, U.S. Department of Transportation, and the EPA for a 3 year project. The PDC partnered with several municipalities with the PDC being the lead applicant. A Consortium is being created to include Floyd, Giles, Montgomery, Pulaski counties, the towns of Blacksburg and Christiansburg, City of Radford, Virginia Tech and Radford University, along with non-profits. Mr. Byrd stated that the Commission needs to appoint a representative to the Consortium. The meetings would be once every other month and may be at night.

Mr. Patton said he would volunteer.

Motion: Dr. Harvey moved for approval of Mr. Patton as the Commission's representative. Mr. Cox seconded the motion.

Action: Motion carried unanimously.

#### XI. OTHER BUSINESS

None

#### XII. COMMONWEALTH INTERGOVERNMENTAL REVIEW PROCESS

##### A. Projects (Signed-off by the staff)

1. VADEQ FY12-13 Chesapeake Bay Monitoring Program
2. VADEQ Monitoring Technical and Scientific Support Services
3. Alliance for the Chesapeake Bay for Local Government Advisory Committee Support
4. Fine Arts Center for the New River Valley - Town of Pulaski

##### B. Regular Project Review

1. VADEQ FY12-13 Pollution Prevention Initiative
2. Rich Creek Assisted Living Facility

Motion: Mr. Eaton moved that the projects do not conflict with regional plans or priorities. Mr. Cox seconded the motion.

Action: Motion carried unanimously.

##### C. Environmental Project Review

1. North Campus Steam Extension at VT
2. VPDES Permit Reissuance Pearisburg Sewage Treatment Plant
3. Radford University Center for the Sciences
4. Radford University Fitness and Wellness Center

Motion: Mr. Sheffey moved that the projects be found not in conflict with regional plans or priorities. Mr. Cox seconded the motion.

Action: Motion carried unanimously.

Meeting adjourned.

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Holly Larson Lesko, Chair  
New River Valley Planning District Commission

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*Last Edited: 5/24/11*



# NEW RIVER VALLEY PLANNING DISTRICT COMMISSION

## Minutes of the Commission Meeting

held on May 26, 2011

6:00 p.m.– New River Valley Competitiveness Center, Fairlawn

### I. CALL TO ORDER, ROLL CALL

**PRESENT:** Mr. M. Patton, Vice-Chair, Town of Floyd; Mr. R. Alvarez, Radford University; Mr. C. Bopp, Pulaski County; Mr. L. Clevinger, Town of Pulaski; Mr. T. Cox, City of Radford; Mr. G. Eaton, Town of Rich Creek; Mr. T. Garrett, Town of Narrows; Mr. F. Gerald, Floyd County; Dr. H. Harvey, City of Radford; Ms. E. Janney, Floyd County; Mr. J. Sheffey, Pulaski County; Mr. K. Sullivan, Virginia Tech; and Mr. M. Welker, Town of Pulaski..

**ABSENT:** Mr. D. Dent, Virginia Tech; Mr. D. Langrehr, Town of Blacksburg; Mrs. H. Lesko, Chair, Town of Blacksburg; Mr. R. McCoy, Giles County; Mrs. A. Perkins, Montgomery County; Mr. H. Showalter, Town of Christiansburg; Mr. Doug Warren, Pulaski County; Mr. S. Weaver, Treasurer, Town of Christiansburg; and Vacant, Giles County.

### II. APPROVAL OF APRIL MINUTES

Mr. Patton asked for approval of the April minutes if there were no questions or changes.

Motion: Mr. Sheffey moved that the April minutes be approved. Mr. Cox seconded the motion.

Action: Motion carried unanimously.

### III. CHAIR'S REPORT

Mr. Patton indicated that Mrs. Lesko, Chair, was traveling and as Vice-Chair he would conduct the meeting in her absence.

### IV. REVIEW OF MUTUAL CONCERNS AND COMMISSIONERS' REPORTS

Mr. Patton asked Dr. Harvey and then Mr. Garrett to offer their thoughts or remarks concerning matters of the Commission.

Dr. Harvey provided an abbreviated history of the Commission and indicated she began her service just following David Rundgren being hired as Executive Director. Following Mr. Rundgren's arrival a sense of energy and community was sparked within the region. He brought a significant skill in finding financial resources for projects that were necessary. Some of these projects include the regional landfill and regional jail. Dr. Harvey also expressed Mr. Rundgren's vision for a larger PDC staff that could provide quality services to local governments with limited capacity. Throughout Dr. Harvey's time with the Commission she has seen good projects and numerous communities benefit by the work of the PDC.

Mr. Garrett explained his professional background is in engineering. Several years ago the Mayor of Narrows asked him to run for a Council seat and upon election he was appointed to the Commission. He served for several years and decided to take a 5 year hiatus from Town Council. He ran for re-election, won and sought to be reappointed to the Commission. Mr. Garrett offered that his perspective may be unique when evaluating projects. He frequently asks, "Does this project need to happen, and if so, is this the most appropriate approach or role for government?" Other Commissioners thanked him for providing the unique approach to project evaluation.

Ms. Janney provided a report from the Roanoke River Watershed Roundtable. She reported the group is learning a lot about uranium mining and the potential for impacts to water quality.

## V. APPROVAL OF TREASURER'S REPORT FOR APRIL

Mr. Patton asked if there were any questions about the Treasurer's Report provided in the agenda packet. In the absence of Mr. Weaver, Mr. Byrd stated that the PDC is on track going into the last two months of the fiscal year.

Motion: Mr. Cox moved that the April Treasurer's Report be approved. Mr. Sheffey seconded the motion.

Action: Motion carried unanimously.

## VI. EXECUTIVE COMMITTEE REPORT

Mr. Patton reported that the other Executive Committee members were not present for the meeting, so he and Mr. Byrd met. This circumstance leads into the need to discuss Executive Committee expansion as provided for as an item under New Business.

## VII. EXECUTIVE DIRECTOR'S REPORT

### **Economic Development:**

- CEDS committee held second meeting on May 17 and discussed projects for inclusion 2012.
- Updated project list is included in packet for Commission review and approval at May meeting.
- BAE won management contract for Arsenal. Working to set up meeting to explain PDC services and assistance available.
- Regional Tourism Website ribbon cutting will be 5/31 @12:00 at Competitiveness Center. Delegate Dave Nutter and Shawn Hash of Tangent Outfitters will speak.

### **Transportation:**

- VDOT Public Hearing on Six-Year Improvement Program 5/12 6:00 at Salem District Office
- Attended Greenway Trail workshop in Luray hosted by RC&D Council.
- Dept. of Conservation and Recreation will be preparing a Master Plan for New River Trail.
- May is Bike Month. April 30, Fix Fest next to (Blacksburg Farmer's Market) 60+ participants. May 20 Clean Commute Day. Ride of Silence in Radford 85+ riders.

### **Land Use:**

- Assisted with revisions to Pulaski County Wind Energy Facility Ordinance.
- Addressing comments from Town of Floyd Planning Commission on Draft Comp. Plan.
- Railroad Heritage Area Designation meeting held second meeting in May to discuss establishing parts of western Virginia and West Virginia as a Federal Heritage Area.
-

- Staff will be attending Certified Planning Commissioner Training in June and August.

**Regional:**

- Water Supply Plan must be adopted locally by November 2011. Remaining to be adopted: Towns: Floyd, Narrows, Rich Creek, Glen Lyn Counties: Montgomery, Giles.
- Sustainable Communities Memorandum of Agreement local government approval due May 28<sup>th</sup> (Floyd County, Montgomery County, Pulaski County, Radford, Blacksburg, Christiansburg).
- Heartwood Sneak Peak for NRV local governments 6/1 3:00-5:00
- Shaka Project (think tank between Lynchburg, Roanoke, NRV) shared report and asked PDC directors to help guide next steps.

**PDC:**

Cost Allocation Plan currently being reviewed by GMS Accounting Director; should be received by Commission meeting.

**VIII. PUBLIC ADDRESS**

None

**IX. OLD BUSINESS**

None

**X. NEW BUSINESS**

**A. Presentation by Director of New River Health District**

Dr. Molly O'Dell provided an overview of "What is Public Health?" Dr. O'Dell discussed that diseases, health issues, water, sewer often do not have borders, so the work of the Health District is certainly a regional effort. The structure of public health flows down from the World Health Organization (WHO) to the United States Health Department to the Virginia Department of Health to the New River Health District. A few public health success stories involve, vaccination programs, standards through OSHA, drivers education, cardiac education, food information, family planning, fluorination of drinking water and recognizing tobacco as a health hazard. Following the presentation Mr. Eaton asked about water fluorination. Dr. O'Dell responded that it is critical to oral health. Mr. Sheffey commented that the drive through flu vaccination at Randolph Park was highly successful. Mr. Garrett asked how prevalent is Lyme disease in our area? Dr. O'Dell responded that while it does exist and education is very important, it is not as prevalent as other public health concerns such as obesity due to inactivity.

**B. CEDS Project List for Review**

The Commission reviewed the project list and made a recommendation to provide clarity on the list regarding which projects are funded. The Commission will adopt the Project List next month when they review the entire CEDS package.

C. Personnel Policy Amendment for New Pay Period

Mr. Byrd briefed the Commission on the need for changing the pay day due to the new financial management software. Mr. Garrett asked if the dates could be changed based on when employees submit their timesheets. Mr. Byrd indicated this could be reviewed; however, no employees expressed a concern with the pay day change.

Motion: Mr. Welker moved that the Personnel Policy be amended to reflect the new pay period. Mr. Sheffey seconded the motion.

Action: Motion carried unanimously.

D. Bylaw Revision for Composition of Executive Committee

Mr. Patton explained the need to expand the Executive Committee to encourage more leadership opportunities for Commissioners and to have more input on decisions made by the Executive Committee.

Motion: Mr. Sullivan moved that the Bylaws be amended to add an At-Large member to the Executive Committee. Mr. Eaton seconded the motion.

Action: Motion carried unanimously.

E. Approval of FY11 Revised Budget

Mr. Byrd provided an overview of the Revised Budget and explained how the budget changes were based on actual expenses.

Motion: Mr. Sheffey moved for approval of the revised budget. Mr. Welker seconded the motion.

Action: Motion carried unanimously.

**XI. OTHER BUSINESS**

None

**XII. COMMONWEALTH INTERGOVERNMENTAL REVIEW PROCESS**

A. Projects (Signed-off by the staff)

None

B. Regular Project Review

None

C. Environmental Project Review

None

Meeting adjourned.

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Holly Larson Lesko, Chair  
New River Valley Planning District Commission

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*Last Edited: 6/23/11*

**NEW RIVER VALLEY PLANNING DISTRICT COMMISSION**  
**Minutes of the Commission Meeting**  
**held on June 23, 2011**  
**6:00 p.m.– New River Valley Competitiveness Center, Fairlawn**

**I. CALL TO ORDER, ROLL CALL**

**PRESENT:** Mrs. H. Lesko, Chair, Town of Blacksburg;; Mr. C. Bopp, Pulaski County; Mr. T. Cox, City of Radford; Mr. G. Eaton, Town of Rich Creek; Dr. H. Harvey, City of Radford; Ms. E. Janney, Floyd County; Mr. J. Sheffey, Pulaski County; Mr. D. Warren, Pulaski County; and Mr. S. Weaver, Treasurer, Town of Christiansburg.

**ABSENT:** Mr. R. Alvarez, Radford University; Mr. L. Clevinger, Town of Pulaski; Mr. D. Dent, Virginia Tech; Mr. T. Garrett, Town of Narrows; Mr. F. Gerald, Floyd County; Mr. D. Langrehr, Town of Blacksburg; Mr. R. McCoy, Giles County; Mr. M. Patton, Vice-Chair, Town of Floyd; Mrs. A. Perkins, Montgomery County; Mr. H. Showalter, Town of Christiansburg; Mr. K. Sullivan, Virginia Tech; Mr. M. Welker, Town of Pulaski ; and Vacant, Giles County.

**II. APPROVAL OF MAY MINUTES**

Mrs. Lesko stated that due to the lack of a quorum the minutes would be tabled until the next meeting.

At this time Mrs. Lesko stated that Item A under New Business would be moved to this portion of the meeting.

**X. NEW BUSINESS**

A. Presentation by Beth O’Conner, Virginia Rural Health Association

Ms. O’Conner stated that the PATH (Partnership for Access to Healthcare) was established in 1995 after a needs assessment showed concern for a lack of affordable health care. The PATH has no staff, volunteers meet quarterly alternating among area hospitals. With a slide presentation she shared outcomes of these meetings including: 1) Med-Ride: Addressed transportation barriers; funding through VHCF, United Way, and Carilion Community Health Fund; 2) Council of Community Services Directory: Listing of health and human services available in southwest Virginia; maintained on line; 3) Pro-bono Counseling Program: Volunteer mental health professions, funded by United Way, Carilion Community Health Fund; 4) ARMS (Access to Rural Mental Health Services): Provides counseling in rural areas, federal grant funding of \$600,000; 5) NRV Needs Assessment: Health profile of NRV communities; 6) MAPP (Mobilizing for Action through Planning and Partnership): Community wide strategic planning, includes community assessments, identification of issues. PATH wants to be community, regional and statewide advocates and bring policy issues to the attention of others.

Mrs. Lesko thank Ms. O’Conner for her presentation.

**III. CHAIR’S REPORT**

None.

#### IV. REVIEW OF MUTUAL CONCERNS AND COMMISSIONERS' REPORTS

**Charles Bopp.** Mr. Bopp stated that he grew up on Robinson Tract Road in Pulaski. He and his son went into the beef cattle business but also has 5 donkeys, and a herd of sheep. In 2008 he was elected to the Pulaski County Board of Supervisors and it has been a rewarding experience and has enjoyed working with County officials. He commended Mr. Sheffey for his ability to defuse difficult situations in board meetings.

**Evelyn Janney.** Mrs. Janney stated she grew up on a farm and wanted to leave it as fast she could when old enough. She came to Roanoke, met a farmer and moved to another farm. She stated that everyone needs to get involved in local government. She said she's learned a lot and feels she has served her community. She appreciates Dr. Harvey and Mr. Sheffey, and admires Ernest Bryant of the Floyd Planning Commission.

#### V. APPROVAL OF TREASURER'S REPORT FOR MAY

Mrs. Lesko stated that due to the lack of a quorum the treasurer's report would be tabled until the next meeting.

#### VI. EXECUTIVE COMMITTEE REPORT

None

#### VII. EXECUTIVE DIRECTOR'S REPORT

Mr. Byrd's report is attached to these minutes. He shared Explore New River Valley website postcards with the Commission and stated he has gotten positive feedback. Concerning the Livability Initiative, Mr. Cox asked if it had been mandated. Both Mr. Byrd and Mrs. Lesko stated it had not been. The PDC applied for a HUD grant for \$1 million. With this funding, the PDC and its Consortium Partners - a geographically inclusive group of local governments, professional and business organizations, non profits, state agencies, and educational institutions - will embark upon a three-year process for developing a livability plan for the New River Valley. The first summit is scheduled for August 11 at Claytor Lake, the details will be announced at a later date.

#### VIII. PUBLIC ADDRESS

None

#### IX. OLD BUSINESS

None

## X. NEW BUSINESS

### B. CEDS 2011 Annual Report & 2012 Project Package for Approval

Mr. Byrd stated that the CEDS report will have to be submitted before the next Commission, and he requested approval of the Executive Committee in order to submit on time. The Executive Committee approved the CEDS Report for submittal.

### C. Proposed Bylaw Amendments

Mrs. Lesko stated that one of the amendments deals with changing the terms of officer from two years to 1 year . Officers are due to be elected at the August meeting and the amendments will need to be adopted at that time.

### D. Proposed Personnel Policy Amendments

Mr. Byrd explained after having conversations with the Executive Committee and Commissioners on ways to make sure we have tenured staff; in an effort to meet the needs of the Commission employees while ensuring the agency is a highly desirable place of employment, a change to office hours is being proposed. Currently office ours are 8:30-5:00 Monday through Friday. The proposal is to keep the same hours, however, establish a policy for core office hours from 9:30-3:30. All employees are expected to be in the office between those hours except for outside meetings or other approved leave. This would enable employees to shift their daily schedule on either end of the core office hours without prior approval from the Executive Director. In staff meetings it was also brought up concerning wanting to be engaged in community volunteer activities. An amendment adding a section addressing community volunteer hours is also requested.

The amendments will be brought back to the Commission at the August agenda for approval.

### E. Approval of FY12 Budget

Mr. Byrd provided an overview of the FY12 Budget. He explained that one of the regional planners will be upgraded from a Regional Planner I to a Regional Planner II. The contractual amount is fairly high because of the TEMCI project. Mr. Byrd stated in order for the FY12 Budget to be implemented into the new GMS Accounting System July 1, it would need to be approved. The Executive Committee approved the Budget.

## XI. OTHER BUSINESS

None

## XII. COMMONWEALTH INTERGOVERNMENTAL REVIEW PROCESS

### A. Projects (Signed-off by the staff)

None

### B. Regular Project Review



None

11-47

- C. Environmental Project Review  
None

Meeting adjourned.

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Holly Larson Lesko, Chair  
New River Valley Planning District Commission

## **June 23, 2011**

### **Executive Director's Report**

#### **Economic Development:**

- Full CEDS Report included in packet for Commission review and approval in June Meeting.
- Governor's Regional Economic Development Competitiveness Grant. \$200,000 total, up to \$100,000 may be requested. Seeking non-traditional partnership projects.
- Regional Tourism Website training for Montgomery, Floyd, Giles, Pulaski Counties, City of Radford and five chambers of commerce was held on 6/14.
- Website launch was well attended and positive feedback [www.explorenewrivervalley.com](http://www.explorenewrivervalley.com)

#### **Transportation:**

- Conducting interview with transit stakeholders regarding Regional Transit Organizational Analysis study. Partnership between PDC and MPO to identify solutions for working together across the region for transit delivery.
- Demolition of Rt. 114 New River Bridge is underway. Contractor adjusted schedule to complete within one month. Allows for decreased closing of boat ramp.
- Community Transit, a division of New River Valley Community Services, was awarded contract to operate the new Radford Transit system. Coordination meeting between PDC, MPO, Blacksburg Transit and Pulaski Area Transit on 6/22.

#### **Regional:**

- Water Supply Plan must be adopted locally by November 2011. Remaining to be adopted: Towns: Floyd, Narrows, Glen Lyn Counties: Montgomery.
- Heartwood opening to public 6/15 and will be open 7 days a week from 7am-7pm. Ribbon cutting scheduled for July 23<sup>rd</sup> (to be announced)
- Summit for Livability Initiative scheduled for August 11 at Claytor Lake. Still working on details of program.

#### **PDC:**

- Facilitating Town of Blacksburg Business Friendly Task Force. Kick off 6/24 followed by 7 focus groups. Project scheduled to be complete in September.
- GMS financial accounting system installed and 1 day of webinar training was conducted on June 7. Two site visits scheduled with GMS staff, July 18-22 and August 1-5.
- Virginia Association of Planning District Commissions Summer Conference is scheduled for July 28-30 in Virginia Beach. Typically no July Commission meeting because of conflict with conference.

*Return to Agendas & Minutes*

*If you have any questions or comments regarding this page, please e-mail [nrvpdc@nrvpdc.org](mailto:nrvpdc@nrvpdc.org)*

*Last Edited: 8/22/11*

# NEW RIVER VALLEY PLANNING DISTRICT COMMISSION

## Minutes of the Commission Meeting held on

August 25, 2011

6:00 p.m.– New River Valley Competitiveness Center, Fairlawn

### I. CALL TO ORDER, ROLL CALL

**PRESENT:** Mrs. H. Lesko, Chair, Town of Blacksburg; Mr. M. Patton, Vice-Chair, Town of Floyd; Mr. S. Weaver, Treasurer, Town of Christiansburg; Mr. R. Alvarez, Radford University; Mr. C. Bopp, Pulaski County; Mr. L. Clevinger, Town of Pulaski; Mr. T. Cox, City of Radford; Mr. G. Eaton, Town of Rich Creek; Mr. T. Garrett, Town of Narrows; Mr. F. Gerald, Floyd County; Dr. H. Harvey, City of Radford; Ms. E. Janney, Floyd County; Mrs. A. Perkins, Montgomery County; Mr. J. Sheffey, Pulaski County; Mr. K. Sullivan, Virginia Tech; and Mr. D. Warren, Pulaski County.

**ABSENT:** Mr. D. Dent, Virginia Tech; Mr. D. Langrehr, Town of Blacksburg; Mr. R. McCoy, Giles County; Mr. H. Showalter, Town of Christiansburg; Mr. M. Welker, Town of Pulaski; and Vacant, Giles County.

### II. APPROVAL OF MAY & JUNE MINUTES

Mrs. Lesko stated that due to the lack of a quorum at the June meeting the May minutes were be tabled and will need to be approved along with the June minutes.

Motion: Mr. Eaton moved that the May and June minutes be approved. Mr. Gerald seconded the motion.

Action: Motion carried unanimously.

### III. CHAIR'S REPORT

Mrs. Lesko welcomed new members, Richard Alvarez, representing Radford University; Ray Chambers, representing Montgomery County; and Charles Via, representing the Town of Pearisburg. Then each member and staff introduced themselves.

At this time, Mrs. Lesko asked that the public address portion be moved to this section of the agenda.

### VIII. PUBLIC ADDRESS

Mrs. Lesko welcomed visitors and asked if they wished to address any items on the agenda.

Several visitors wanted to address the NRV Livability Initiative project.

Catherine Turner, property owner in Pulaski County: She stated she had spent a lot of time looking at every available document and was not endeared to turning over her rights to the EPA, HUD and Department of Transportation. She stated that Pulaski County has not voted on the Initiative but the Administrator signed off on it. She and others have been attending area meetings since May and have spoken against the project. She deemed it unlawful and will continue to do all within her power to see that it isn't agreed to.

Debbie Mohay: She stated she had spoke with Mr. Byrd earlier in the week. She had attended the Board of Supervisors meeting and others spoke as to how they felt about the kick-off meeting held at Claytor Lake. She stated that one of the facilitators was unprofessional and their comments were inappropriate. A lot of people have gone on record that their voice was not heard and the Summit meeting was not a good experience. Ms. Mohay also indicated the Virginia Chapter of the American Planning Association has a document on their website concerning how to deal with activist.

Linda Wagner, Floyd Town resident: She stated that she also had spoken with Mr. Byrd. She stated that her experience at the kick-off meeting was also unpleasant. She had to remind the facilitator that they were just a facilitator not a participant. The facilitator also called names and shouted. She wanted the Commission to know how they were treated.

The public address portion of the meeting was then closed.

#### IV. REVIEW OF MUTUAL CONCERNS AND COMMISSIONERS' REPORTS

None.

#### V. APPROVAL OF TREASURER'S REPORT FOR MAY, JUNE, AND JULY

Mrs. Lesko stated that due to the lack of a quorum at the June meeting the Treasurer's Report for May was tabled and will need to be approved along with the June and July Treasurer's Report.

Motion: Mr. Sheffey moved that the May, June and July Treasurer's Reports be approved. Mr. Patton seconded the motion.

Action: Motion carried unanimously.

#### VI. EXECUTIVE COMMITTEE REPORT

Ms. Lesko stated that the Executive Committee discussed the new GMS accounting system now in place. She stated there have been a lot of surprises and lots of questions, but it is progressing.

#### VII. EXECUTIVE DIRECTOR'S REPORT

Mr. Byrd's report is attached to these minutes. He reported: The Commerce Park Water Tank bolting ceremony was held on August 10<sup>th</sup>; Regional Tourism Website launched May 31<sup>st</sup>; The City of Radford and Radford University launched Radford Transit on August 8<sup>th</sup>; Draft of Bikeway, Walkway, Blueway Plan can be found on the PDCs website; The broadband project is under construction starting in the Prices Fork area; Heartwood opened to the public on June 15<sup>th</sup>; GMS financial accounting system has been installed and payroll has been made each time since then.

## IX. OLD BUSINESS

### A. Proposed Bylaw Amendments

Mrs. Lesko stated that this item was tabled at the June meeting due to the lack of a quorum.

Mrs. Lesko noted that the changes were only minor. Two of the main changes were adding an additional at-large member to the Executive Committee and changing the term of office for officers from two years to one year as reflected in the Charter. Mr. Sheffey stated that the first year is a learning curve for the second year. Mr. Byrd stated that nothing is stipulated how long you can serve; you can be re-elected as long as you agree.

Mr. Garrett stated that this item has to be presented at this meeting since a quorum was reached and voted upon at the next meeting.

Mr. Byrd stated that the item will be placed on next month's agenda.

### B. Proposed Personnel Policy Amendments

Mrs. Lesko explained the changes proposed and asked for question.

#### **Office Hours:**

Mr. Warren asked what assurances you have that certain people will be there during a time they might be needed. There seems to be a contradiction in the office hours. He asked why this change needed to be made. Mr. Byrd stated that it would make it blanket policy for everyone opposed to certain employees. He added the staff is professional and accountable, so he does not anticipate abuse of the policy. If so, disciplinary measures will be taken.

Mr. Sullivan stated that it could be a flex hour policy instead of a core hour policy and the time be at the discretion of the Director.

Mrs. Perkins asked if this allows someone to work 10 hours a day and take off Friday or Monday. Mr. Byrd stated no, the amount of work days stays the same. However, the Commission does offer compensation time hour-for-hour worked above 37.5 hours.

Mr. Sheffey asked if any other PDCs implement a similar policy. Mr. Byrd stated that several have a similar policy and discussion with other directors is where the idea originated.

#### **Community Volunteer Time:**

Mrs. Lesko asked if there were questions concerning this item?

Mr. Warren asked who makes the decision as to what is a community activity? Mr. Byrd stated the policy indicates the Executive Director has the discretion to approve/disapprove the activity. He acknowledged there may be difficult decisions based on discretion and added he spoke with staff about staying away from requesting permission for activities that may be questionable.

Mr. Garrett stated that the items have been discussed and should be put forth for a vote.

Motion: Mr. Garrett moved that the change to the Personnel Policy dealing with office hours be approved. Mr. Chambers seconded the motion.

Action: Motion was put to vote and passed by a 9 to 6 vote, with 3 abstentions.

Motion: Mr. Garrett moved that the addition to the Personnel Policy dealing with community volunteer time be approved. Mr. Sullivan seconded the motion.

Action: Motion was put to vote and passed by a 14 to 4 vote.

## X. NEW BUSINESS

### A. VA Department of Housing and Community Development Annual Report

Mr. Byrd stated that the report is compiled as a requirement of DHCD.

Motion: Mr. Patton moved for approval of the Annual Report for DHCD. Mr. Cox seconded the motion.

Action: Motion carried unanimously.

Comment from the public that none of the agenda items are posted on line. Mr. Byrd stated that in the future the agenda and any memos will be posted on line.

### B. NRV Livability Initiative Exercise/Commissioner Input

Mrs. Lesko stated that this portion of the meeting will be turned over to Mr. Byrd for implementation.

However, an item needs to be added to the agenda.

### C. Election of Officers

Mrs. Lesko stated that since the By-law amendment adding a new member was not voted upon, she proposed that the Officers remain as:

Chair - Holly Lesko

V. Chair - Mike Patton

Treasurer - Scott Weaver

She asked for any nominations from the floor.

If the By-law change adding an At-Large member to the Executive Committee is approved, Mr. Sullivan has agreed to the position.

Motion: Mr. Sheffey moved for approval of the slate of officers and pending approval of the By-law amendment, include Mr. Sullivan. Mr. Cox seconded the motion.

Action: Motion carried unanimously.

**XI. OTHER BUSINESS**

None

**XII. COMMONWEALTH INTERGOVERNMENTAL REVIEW PROCESS**

A. Projects (Signed-off by the staff)

None

B. Regular Project Review

None

C. Environmental Project Review

None

The meeting was then turned over to the Livability Initiative Exercise.

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Holly Larson Lesko, Chair  
New River Valley Planning District Commission

**August 25, 2011**

## **Executive Director's Report**

### **Economic Development:**

- Commerce Park Water Tank bolting ceremony held August 10<sup>th</sup> to recognize the progress made on increasing water supply to the Commerce Park and eastern Pulaski County. By the City of Radford providing water to Pulaski County the county does not need to build an additional water treatment plant.
- VA's 1<sup>st</sup> with PDC assistance applied for a Governor's Regional Economic Development Competiveness Grant to help with costs for a strategic plan at the Commerce Park.
- Regional Tourism Website launched May 31 and visits are steady to the Events page, Parks, Trails and Local Flavor (local restaurants) [www.explorenewrivervalley.com](http://www.explorenewrivervalley.com)
- NRV App (for mobile phones) coming soon developed by NRV Magazine using above website information from events, lodging and dining.

### **Transportation:**

- City of Radford and Radford University launched Radford Transit on August 8<sup>th</sup>. 83 riders first day before 6:30, 350 riders four days of service.
- Regional Transit Organizational Analysis study scheduled to be complete in September. Partnership between PDC and MPO to identify solutions for working together across the region for transit delivery.
- Draft of the NRV Bikeway, Walkway, Blueway Plan can be found at the link below <http://www.nrvpdc.org/Transportation/bwwwbw.html>

### **Regional:**

- Broadband project is under construction, starting in Prices Fork area. Delays on ordering fiber to install because of impacts from tsunami in Japan.
- Heartwood opened to public 6/15, grand opening was 7/23, over \$100,000 in local craft has been sold in two months. October expected to be busiest month. Already re-ordering from local artists to keep inventory available.
- Summit for Livability Initiative was on August 11 at Claytor Lake. All staff contributed significant effort for the event.

### **PDC:**

- GMS financial accounting system installed and made payroll each time! Still working through details and some changes.
- September 18-20, attending an ARC conference-Employment Law Training
- Regional Learning Experiences-localities hosting PDC staff for tours of their communities. Toured Pulaski County including tornado damage 8/5, Giles County 8/25.



# NEW RIVER VALLEY PLANNING DISTRICT COMMISSION

## Minutes of the Commission Meeting held on

September 22, 2011

6:00 p.m.– New River Valley Competitiveness Center, Fairlawn

### I. CALL TO ORDER, ROLL CALL

**PRESENT:** Mrs. H. Lesko, Chair, Town of Blacksburg; Mr. S. Weaver, Treasurer, Town of Christiansburg;; Mr. C. Bopp, Pulaski County; Mr. R. Chambers, Montgomery County; Mr. L. Clevinger, Town of Pulaski; Mr. T. Cox, City of Radford; Mr. G. Eaton, Town of Rich Creek; Mr. T. Garrett, Town of Narrows; Mr. F. Gerald, Floyd County; Dr. H. Harvey, City of Radford; Mr. D. Langrehr, Town of Blacksburg; Mrs. A. Perkins, Montgomery County; Mr. J. Sheffey, Pulaski County; Mr. K. Sullivan, Virginia Tech; Mr. C. Via, Town of Pearisburg; Mr. D. Warren, Pulaski County; and Mr. M. Welker, Town of Pulaski.

**ABSENT:** Mr. R. Alvarez, Radford University; Mr. D. Dent, Virginia Tech; Ms. E. Janney, Floyd County; Mr. R. McCoy, Giles County; Mr. M. Patton, Vice-Chair, Town of Floyd; Mr. H. Showalter, Town of Christiansburg; and Vacant, Giles County.

### II. APPROVAL OF AUGUST MINUTES

Mrs. Lesko asked for approval of the August minutes if there were no questions or changes.

Motion: Mr. Eaton moved that the August minutes be approved. Mr. Cox seconded the motion.

Action: Motion carried unanimously.

### III. CHAIR'S REPORT

Mrs. Lesko announced that the Floyd County will co-host the annual Commissioners Dinner Meeting. A reception will be held at 6:30 p.m. and the dinner at 7:00 p.m. on October 27<sup>th</sup> at 6:30 p.m. at Chateau Morrisette in Floyd. The Commission meeting will be held at 5:30 p.m. prior to the reception. Andy Morikawa, Community Foundation-Retired, will be the guest speaker.

### IV. REVIEW OF MUTUAL CONCERNS AND COMMISSIONERS' REPORTS

Mr. Byrd explained that during this part of the agenda, the mutual concerns portion is an opportunity for the Commissioners to ask questions or talk about issues and how to work through them, like an open forum. The commissioners' report portion is for the Commissioners to make reports, such as Mrs. Janney when she reports on the Roanoke River Watershed. Mrs. Lesko added that Mr. Patton had asked Commissioners to speak and she asked if anyone wished to do so.

Mr. Langrehr stated that a conditional use permit had been approved for the new Blacksburg High School and groundbreaking would be held on October 11, and also for the new Auburn High School.

Mr. Warren stated that a new restaurant would be locating at the site of the old Mexican Restaurant in Fairlawn. The name is Cookout Restaurant, a chain from North Carolina.

## V. APPROVAL OF TREASURER'S REPORT FOR AUGUST

Mr. Byrd went over the report and explained why some of the budget categories' percent expended were high. He stated that the meeting expense category included the Livability Initiative Summit and the budget for that category will be adjusted since it is a three year grant. The media expense category includes mostly Tourism which will have expense of \$5,000. The copies/copier maintenance expense category budget will be increased toward the end of the year.

Mr. Weaver stated that the Commission was still solvent.

Motion: Mrs. Perkins moved that the August Treasurer's Reports be approved. Mr. Garrett seconded the motion.

Action: Motion carried unanimously.

## VI. EXECUTIVE COMMITTEE REPORT

Mrs. Lesko announced that Mrs. Quesenberry had submitted a letter of retirement to the Executive Committee. She read the content of the letter which stated her official retirement date is February 29, 2012, but will be leaving the Commission December 31, 2011. Mrs. Lesko stated that Mr. Byrd is in the process of looking for her replacement.

Mrs. Lesko then welcomed and introduced the newest PDC staff member, Tommi Godwin. She received her Master's Degree from VA Tech and is a Minnesota transplant. Her work at the Commission will focus on natural resources, community health as well as green infrastructure.

## VII. EXECUTIVE DIRECTOR'S REPORT

Mr. Byrd provided a report in the Commission agenda packet. He reported: Brad Mecham has been assisting the Development Corporation talking with businesses about the Development Corporation's Revolving Loan Fund. The NRV Rural Long Range Transportation Plan is submitted for adoption by the PDC Board. A regional learning experience will be held at the Volvo Plant on October 27 from 10:00 a.m.-12:30 p.m. and all Commissioners are invited. The PDC partnered with VT-Institute for Policy and Governance for a successful Community Health grant to the Robert Wood Johnson Foundation.

## VIII. PUBLIC ADDRESS

Mrs. Lesko welcomed visitors and asked if they wished to address any items on the agenda. No one addressed the Commission.

## IX. OLD BUSINESS

A. Approval of Proposed Bylaw Amendments

Mrs. Lesko stated that the by-laws were reviewed last month and are to be voted upon this month. She asked for any comments, questions, or edits.

Mr. Garrett stated that page 4, item b, dealing with order of business under Section 1 under Article VII, should either be followed or taken out. It was the consensus to remove it. Dr. Harvey stated that page 6, Section 3, Duties of Executive Director, under Article X needs to be revised. Mrs. Lesko stated that the Committee has reviewed this draft for several months and not a lot of comments have been received. However, we do owe Mr. Byrd a job description. Mr. Welker stated that a statement could be added “and other duties”. Mr. Sheffey stated that the first sentence says something similar, “but not limited to”.

Mrs. Lesko asked for a vote.

Motion: Mr. Garrett moved for approval of the Bylaw Amendments with the change on page 4. Mr. Sheffey seconded the motion.

Action: Motion carried, 1 no vote.

#### B. Election of Officers for FY 2011-2012

Mrs. Lesko stated that at the last meeting since the By-law amendment adding a new member was not voted upon, she proposed that the Officers remain the same until such approval. Since the by-laws were approved, the slate of officers submitted for approval are:

Chair - Holly Lesko  
 V. Chair - Mike Patton  
 Treasurer - Scott Weaver  
 Past Chair - Annette Perkins  
 Member-at-Large - Kevin Sullivan

Motion: Mr. Sheffey moved for approval of the slate of officers. Mr. Cox seconded the motion.

Action: Motion carried unanimously.

#### C. Revisit Bylaws and Personnel Policies

Mrs. Lesko stated that the Committee members reviewing these documents previously have been she, Mrs. Perkins, and Mr. Patton. She stated that more participants are needed and asked for volunteers. She asked for everyone to think about it and let her know.

### X. NEW BUSINESS

#### A. Radford Transit Presentation

Mrs. Lesko introduced Mike Grega with NRV Community Services. Mr. Grega stated that the Radford Transit

Service has been in operation little over a month. The concept of this service was started with a study almost 3 years ago. The City of Radford in conjunction with Radford University utilizes NRV Community Services employees. So far things have been moving smoothly. One of the buses does travel to the New River Valley Mall and occupancy has been favorable. The bus route pick-up points will be more visible when permanent larger signs have been posted.

Mr. Sheffey asked if all buses are handicap accessible and have bike racks. Mr. Grega stated yes to both.

Mr. Garrett asked if it will always be subsidized. Mr. Grega stated at this time, he believes it will be.

Mr. Cox stated he hopes that citizens will over utilize the service.

#### B. NRV 2035 Rural Long Range Transportation Plan

Mr. Sharp made an overview presentation of the Plan. He highlighted the roadway system deficiencies and presented the recommendations for improvements. The Plan has in detail the recommendations by jurisdiction.

Mrs. Lesko stated that a resolution of endorsement of the plan was provided at each Commissioners place at their table to be reviewed for approval.

Motion: Mr. Sheffey moved for approval of Transportation Plan. Mr. Welker seconded the motion.

Action: Motion carried unanimously.

#### C. Commission Annual Report for FY 2011

Mrs. Lesko asked if there were any questions concerning the report. She stated that Jan Gilbertson had worked hard compiling the report. Mr. Byrd stated the report highlights the Commission activities for the previous year.

Motion: Mr. Cox moved for approval of the FY 2011 Annual Report. Mr. Welker seconded the motion.

Action: Motion carried unanimously.

#### D. Resolution of Understanding - NRV Livability Initiative

Mr. Byrd stated that this resolution acknowledges that the NRV Livability Initiative is a planning process and any implementation by local governments will follow public protocols as determined by local governments.

Motion: Mr. Sullivan moved the Resolution be approved. Mr. Garrett seconded the motion.

Action: Motion carried. Two abstentions, Mr. Via and Mr. Gerald.

Mr. Byrd noted that all Commission Agenda materials are posted on the PDC website.

## XI. OTHER BUSINESS

None

## XII. COMMONWEALTH INTERGOVERNMENTAL REVIEW PROCESS

A. Projects (Signed-off by the staff)  
None

B. Regular Project Review  
1. I-81 Exit 105 Bridge Replacement - VDOT

Mr. Cox asked why the bridges are being replaced. Mr. Sharp responded the bridge design utilized required the replacement earlier than other structures. Questions also arose concerning access to the boat ramps located near the bridges, and the possibility of improvements to other boat ramps during construction, and how will the traffic be rerouted.

Motion: Mr. Sheffey moved that the project does not conflict with regional plans, policies or goals and that the questions/comments be submitted with approval. Mr. Cox seconded the motion.

Action: Motion carried unanimously.

C. Environmental Project Review  
1. VPDES Permit Reissuance - Chemical Lime Company of Virginia

Motion: Mr. Sullivan moved that the project does not conflict with regional plans, policies or goals. Mr. Garrett seconded the motion.

Action: Motion carried. One abstention, Mr. Via.

The meeting was then adjourned.

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Holly Larson Lesko, Chair  
New River Valley Planning District Commission

## NEW RIVER VALLEY PLANNING DISTRICT COMMISSION

Minutes of the Commission Meeting

held on

October 27, 2011

5:30 p.m.– Chateau Morrisette, Floyd

### I. CALL TO ORDER, ROLL CALL

**PRESENT:** Mrs. H. Lesko, Chair, Town of Blacksburg; Mr. R. Chambers, Montgomery County; Mr. L. Clevinger, Town of Pulaski; Mr. F. Gerald, Floyd County; Ms. E. Janney, Floyd County; Mrs. C. Newcomb, Town of Blacksburg; Mrs. A. Perkins, Montgomery County; Mr. J. Sheffey, Pulaski County; Mr. K. Sullivan, Virginia Tech; Dr. D. Warren, Pulaski County; and Mr. M. Welker, Town of Pulaski.

**ABSENT:** Mr. S. Weaver, Treasurer, Town of Christiansburg; Mr. M. Patton, Vice-Chair, Town of Floyd; Mr. R. Alvarez, Radford University; Mr. C. Bopp, Pulaski County; Mr. T. Cox, City of Radford; Mr. D. Dent, Virginia Tech; Mr. G. Eaton, Town of Rich Creek; Mr. T. Garrett, Town of Narrows; Dr. H. Harvey, City of Radford; Mr. R. McCoy, Giles County; Mr. H. Showalter, Town of Christiansburg; Mr. C. Via, Town of Pearisburg; and Vacant, Giles County.

### II. CONSENT OF AGENDA

- A. Approval of September Minutes
- B. Approval of Treasurer's Report for September

Mrs. Lesko stated that a quorum was not present and the Minutes and Treasurer's Report would be carried until the next meeting.

### III. CHAIR'S REPORT

Mrs. Lesko introduced Cecile Newcomb, who will be replacing Don Langrehr for the Town of Blacksburg. Mrs. Newcomb stated she looked forward to working with the Commission.

### IV. PUBLIC ADDRESS

None

### V. EXECUTIVE COMMITTEE REPORT

Mrs. Lesko stated the Executive Committee did not meet.

## VI. EXECUTIVE DIRECTOR'S REPORT

### Economic Development:

- Provided technical assistance to Development Corporation to issue loans through NRV Revolving Loan Fund to small business in Montgomery County, 3 Birds Berry Farm (Prices Fork); and another is being considered in the Town of Floyd.
- Two new CEDS members for appointment consideration at Commission meeting.
- United States Assistant Secretary of Commerce, John Fernandez, coming to visit region on November 9<sup>th</sup> to observe regional success with TEMCI project and VT-CRC.
- Commerce Park water/sewer infrastructure installation nearing completion in December. PDC providing technical assistance for grant administration.
- Participated in discussion at Mountain Lake concerning their future operations.

### Transportation:

- VDOT Six-Year Improvement Plan Public Hearing scheduled for October 26<sup>th</sup> at Montgomery County Government Center at 6:00pm. PDC will display rural transportation plans for the region.
- Coordinated meetings with Dana Martin, the Commonwealth Transportation Board Member for the Salem District, on October 17. Several localities met with Mr. Martin to discuss upcoming Transportation Enhancement grant applications along with general transportation issues in their community.

### Regional:

- Volvo Plant Tour POSTPONED from October 27<sup>th</sup> to December 16<sup>th</sup> 10:00-12:30. RSVP by December 9<sup>th</sup> to Ken Hall at [khall@nrvpdc.org](mailto:khall@nrvpdc.org).
- PDC reconvened Green Infrastructure collaborators on October 13<sup>th</sup> discuss wrapping up existing report due on December 1<sup>st</sup> and determining future directions for the effort.
- All locality Water Supply Plan adoptions are scheduled to be complete by end of October, just prior to the November regulation deadline.
- Livability Initiative working groups are taking shape in October/November. [www.nrvlivability.org](http://www.nrvlivability.org) for more information about the project and to engage.

### PDC:

- GMS (financial software) returned for a site visit October 17-19 and resolved all issues.
- Advertisement for Director of Finance and Personnel position closed on October 21. Interviews should occur in early November.  
VAPDC meeting with state agency heads on October 25<sup>th</sup> to discuss how PDCs can support state agencies from a regional perspective.

## VII. OLD BUSINESS

None

## X. NEW BUSINESS

### A. CEDS Committee Appointments

Mr. Byrd stated that each year the PDC reviews and updates the region's Comprehensive Economic Development Strategy (CEDS). The purpose of the CEDS Committee is to identify projects that communities are looking to

implement. It serves the planning needs required by the US Department of Commerce, the Economic Development Administration (EDA) and the Appalachian Regional Commission. As a designated EDD, the Committee is required to engage a CEDS Committee comprised of 51% or more private sector members. New members for this year are Tommy Loflin and David Denny.

**B. Discussion of Commission's Per Capita Assessment for FY' 13**

Mr. Byrd stated that this is the first year 2010 population figures will be used for the local assessment. Previous local assessments were based on census 2000 data. In some instances the population decreased in communities while others have increased. Mr. Sheffey commented that more funds from localities mean more projects the region can match. Mr. Byrd stated that is true and for every \$1 invested in the PDC a \$12 return is typical. Discussion followed as to which localities were affected by an increase/decrease. Mrs. Perkins asked if there would be an increase in the overall budget amount. Mr. Byrd stated the 2010 population figures do represent an overall increase because the region grew.

Mr. Byrd recommended that the per capita rate not be increased. There was a consensus that the per capita rate remain at \$1.25.

**C. Regional Meeting of Mayors/Board Chairs/Chief Administrative Officials/PDC Commissioners**

Mr. Byrd stated that on behalf of the NRVPCD and the City of Radford, all Commissioners are invited to a regional meeting of Council Mayors, Board of Supervisors Chairs and Chief Administrative Officials. The meeting will be held at the new City of Radford Council Chambers on December 8, 2011 (10 Robertson Street, Radford) A reception will start at 6:15 p.m., with the meeting following at 7:00 p.m. The focus of this meeting will be to discuss key issues/legislative priorities for each locality. This will also be a great opportunity to meet your fellow government leaders across the region.

Mr. Byrd stated also that the Volvo tour has been rescheduled for December 16 at 10:00 a.m., and a new invitation has been sent.

**IX. OTHER BUSINESS**

None

**X. REVIEW OF MUTUAL CONCERNS AND COMMISSIONERS' REPORTS**

Mrs. Lesko stated that Mr. Patton usually encourages someone to give a report. She asked if anyone would like to do so. Mrs. Perkins reported that Back Country will be locating in Montgomery County as a Distribution Center. It will be a catalog store similar to Sears.

Mr. Byrd stated that Mr. Rundgren stopped by the office and left a report of his attendance at the RC & D Council Meeting. He stated that Gary Boring has been hired as the Director of the Council. Charles Shorter has been working hard to get funds to continue the important work of the Council.



XI. COMMONWEALTH INTERGOVERNMENTAL REVIEW PROCESS

- A. Projects (Signed-off by the staff)  
None
- B. Regular Project Review  
None
- C. Environmental Project Review  
None

The meeting was then adjourned.

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Holly Larson Lesko, Chair  
New River Valley Planning District Commission