

**Central Virginia Planning District Commission  
Regular Meeting Agenda  
5:00 p.m., September 19, 2024**



**CVPDC Offices – 828 Main Street, 12<sup>th</sup> Floor  
Lynchburg, VA**

Electronic connection: <https://us02web.zoom.us/j/81110006462?pwd=e92FXbTeDiDAS4pTRbUuycYussYXOk.1>

Dial In: (301) 715-8592  
Meeting ID: 811 1000 6462  
Passcode: 542547

- 1) Welcome & Introduction of New Members ..... Reggie Bennett, CVPDC Chair
- 2) Consideration of Requests for Electronic Participation..... Chair
- 3) Special Guests
  - a) Emily Stock, Virginia Department of Rail and Public Transportation: Central Virginia Rail Economic Development Study
  - b) Donna Vincent, Greater Lynchburg Habitat for Humanity: CVPDC Housing Development Program grantee
- 4) Meeting Minutes: Regular meeting, July 18, 2024..... Chair
- 5) CVPDC Flood Resilience Plan - Adoption ..... Chair & Staff
- 6) Presentation: Central Virginia Commuter Assistance Program Strategic Plan ..... Ada Hunsberger, Commuter Assistance Program Manager
- 7) Presentation: Electric Vehicle Charging Infrastructure Research.....Mariel Fowler, Senior Planner
- 8) Organizational Reports ..... Staff
  - a) Financial Report .....Sandy Dobyns
  - b) Executive Director’s Report .....Alec Brebner
    - i. Annual Audit Update
    - ii. On-Call Consultant bench update
- 9) Other Business ..... Chair
- 10) Adjournment..... Chair

**Central Virginia Planning District Commission**  
**Agenda Brief Sheet**  
**5:00 p.m., September 19, 2024**



- 1) Welcome and Introduction of New Members..... Reggie Bennett, CVPDC Chair
- 2) Consideration of Requests for Electronic Participation..... Chair
- 3) Special Guests
  - a) Emily Stock, Virginia Department of Rail and Public Transportation: Central Virginia Rail Economic Development Study
  - b) Donna Vincent, Greater Lynchburg Habitat for Humanity: CVPDC Housing Development Program grantee
- 4) Meeting Minutes: Regular meeting, July 18, 2024 (page \_\_)..... Chair  
*The request of the Commission is approval of the minutes for its regular July meeting.*
- 5) CVPDC Flood Resilience Plan ([link](#)) ..... Chair & Staff  
Kate Jones of the Berkley Group presented the plan at the Planning District Commission’s regular July meeting. The plan has appeared on the [CVPDC’s website here](#) for public inspection and provided to each member local government.  
*The request of the Commission is adoption of the CVPDC Flood Resilience Plan.*
- 6) Central Virginia Commuter Assistance Program Strategic Plan ([link](#)) ..... Staff  
CVPDC Commuter Assistance Program Manager Ada Hunsberger will present the Commuter Assistance Program Strategic Plan, available [here on the CVPDC website](#), to the Commission. The plan is in draft form. Like the Flood Resilience Plan, The CAP Strategic Plan will be introduced to the Commission, go out for public inspection, and return for adoption at a subsequent Commission meeting.  
*The request of the Commission is to receive the plan as information. No action is required. Discussion is encouraged.*
- 7) Presentation: Electric Vehicle Charging Infrastructure Research (page \_\_) ..... Staff  
Senior Planner Mariel Fowler will present her findings regarding electric vehicle charging infrastructure. Attachments included in the agenda packet include a draft scope of work from Virginia Clean Cities to assist the CVPDC at no cost.  
*The request of the Commission is guidance as to how to proceed from a slate of options that staff will present.*
- 8) Organizational Reports ..... Staff
  - a) Financial Report, Months Ending June 2024 and July 2024 (page \_\_) .....Sandy Dobyys



Central Virginia Planning  
District Commission  
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Lynchburg, VA 24504  
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**Central Virginia Planning District Commission  
Executive Committee Meeting – Draft Minutes  
July 18, 2024; 5:00 PM**

**Meeting Location - CVPDC Offices  
828 Main Street, 12<sup>th</sup> Floor  
Lynchburg, VA 24504**

**Members Present:**

Chairman Richard Conner, Appomattox Town  
Frank Rogers, Campbell County  
Tom Lawton, Campbell County  
Greg Patrick, City of Lynchburg, Proxy for Wynter Benda  
Jeremy Bryant, Amherst County  
Drew Wade, Amherst County  
Sara McGuffin, Town of Amherst  
Dwayne Tuggle, Town of Amherst  
Terry McGhee, Appomattox Town  
Reggie Bennett, Altavista Town  
Gary Shanaberger, Altavista Town  
Bruce Johannessen, Town of Bedford  
John Sharp, Bedford County  
Ken Wolfskill, Appomattox County

**Member Joining Virtually:**

John Spencer, Appomattox County

**Staff Present:**

Alec Brebner  
Sandy Dobyns  
Kelly Hitchcock  
Mariel Fowler  
Patti Lassiter  
Kelly Hitchcock  
Traci Blido

### **Others Present:**

Jerry Silva, VA Tobacco Region Revitalization Commission  
Energy Ingenuity Fund - Guest Speaker  
Kim Soerensen, United Way of CV – Childcare and Workforce  
Development Center – Guest Speaker  
Kate Jones, Berkley Group – CVA Flood Resilience Plan  
Kim Gregory - CVCC

### **1. Welcome and Introductions**

Richard Conner welcomed the Board and guests. The meeting started at 5:01PM.

### **2. Consideration of Requests for Electronic Participation**

John Spencer joined the meeting virtually. Richard entertained a motion to approve the electronic participation. Sara made the motion, and it was seconded by Drew. All were in favor, and the motion passed.

### **3. Special Guests: Responding to Economic Development in the Region**

- a. Jerry Silva virtually joined the meeting to discuss a new opportunity called the Energy Ingenuity Fund that the Tobacco Commission has recently launched. Jerry gave a brief overview of the Energy Ingenuity Funds primary focus being in the south and southwest regions of Virginia. They have been focusing on all types of energy projects, EV Chargers, solar battery storage, as well as environmental planning components for waste to energy.

After finishing the first round of applications, there is still an allocation of 6,000,000 for each region. After speaking with Alec, Jerry feels that there is more of an opportunity for stakeholder engagement if he goes into the districts and communities to communicate with the people who know their needs. He can then discuss what opportunities may be available at the local level. Jerry stated that they're not necessarily looking for big projects but projects that are creative in nature to help with the challenges of bringing businesses and workers to the regions. Jerry explained that sometimes the requirements to meet the energy and reliability for a new business are just not there in a particular region. The Tobacco Commission is looking for ways to assist with additional economic development in some areas. Currently, Jerry is looking at lots that have been vacant for some time to make a connection for a natural gas line. These are the type of projects the Tobacco Commission is looking for. Discussion ensued regarding different opportunities, current applications, and specific projects being requested. In closing, Jerry mentioned that applications can be submitted even during a non-open period. It just won't be considered until the next Tobacco Commission meeting.

- b. Alec introduced the next guest speakers, Kim Soerenson, United Way of CVA and Kim Gregory, CV Community College, to speak with the Board about the work they are doing with childcare and workforce development in our region. Kim Soerenson presented a PowerPoint highlighting the lack of childcare facilities and what impact that has on the workforce. With this being such a big reality in our regions, Kim Soerenson along with a

group of people and companies started pitching the idea, “What if we create a childcare facility center?” – a center that is not only a childcare facility but also a workforce center. This original idea came from the United Way of Southwest VA, specifically Abingdon. They revitalized an old Kmart into a childcare and workforce facility for over 300 children. This has gotten the approval of the Governor. The Abingdon group partnered with a grocery store who made an investment of \$4 million dollars. Following their example, Kim found partners to help get the project started. Partners like Lynchburg Regional Business Alliance, BWXT, CVA Community College, Lynchburg Economic Development and Tourism Department, and Virginia Career Works in AmeriCorps. Each of these partners plays a critical role in getting this project started.

This facility will offer childcare from birth to four. Finding affordable childcare is very difficult. It can cost a minimum of 10% of your income. What was discovered during the pandemic is there is a real need for childcare for workers in the region, but companies don’t want to be in the childcare business. A recent study by Ready Regions in 2023 stated the lack of high-quality and affordable childcare is costing the US economy \$122 billion in lost earnings, productivity, and revenue.

The plan is to have a childcare center where 1/3 of the slots go to lower-income working families. This would be funded by the state and federal programs. The next 1/3 of the slots are reserved for BWXT and other corporate partners that have already made a commitment. The last 1/3 slots will be open to the public. Kim Soerensen went on to discuss the corporate benefits of a childcare center. The cost of onboarding a new employee could have this benefit included to provide free or reduced cost for childcare. With the State of Virginia and the Federal governments offering tax credits, this should be appealing to employers. An employer that offers childcare has more productive, happy, and loyal employees. Kim is currently looking at locations on Wards Road. She is hopeful that by the end of this year or the beginning of next, the location will be secured.

#### **4. Approval of Regular Meeting Minutes, May 16, 2024**

Richard asked if there were any changes to the minutes of the May 16 meeting. No discussion or other changes were made. A motion to approve the minutes was made by Sara and seconded by Drew. All were in favor, and the motion passed.

#### **5. Position Reclassification: Deputy Director of Workforce Development**

Alec presented the request from Traci Blido, Executive Director of Virginia Career Works-Central Region that Tim Saunder’s position be reclassified to Assistant Director. Alec stated that due to budget constraints, staffing changes have been made within the organization. Three full-time employees have been reduced to two full-time employees within the organization. This has caused some shifting of duties to Tim. At its last meeting, the Workforce Development Board approved this title change and it’s asking that the PDC consider it as well. This would also align the pay range to match the newly assigned duties.

Frank asked if the Commission was being asked to give any funding for a pay increase. Alec answered no. “Is the Board just being asked to look structurally at Tim’s job description and title?” Alec answered yes. Frank said he appreciated all Tim’s support and if he’s taken on

additional duties, his job description should reflect that. Frank made a motion to approve the job description and title change. It was seconded by Drew. All were in favor, and the motion passed.

**6. Central Virginia Flood Resilience Plan: Kate Jones, Berkley Group**

Alec gave an introduction for Kate Jones with Berkley Group. She is a licensed landscape architect and planner who specializes in improving the built environment to support nature systems. She is the project manager for this project. It's a \$54,000 community flood preparedness fund grant with a \$6,000 match. Kate's presentation tonight is a revision to the 2020 Hazard Mitigation plan. She has been working alongside staff, both in the region and localities, to develop recommendations on flood resilience and heat impacts. Within the plan will be a section for each locality as well as a regional plan. This will be an introduction to the plan and then over the next couple of months you will see documents and presentations, one on one, with the localities. Once the plans are completed and the PDC is satisfied, the plans will come back to the Commission for final approval. There is no action required at this time.

Kate mentioned that the fund was established in 2020 to assist localities in Virginia to reduce the impacts of flooding. She went on to discuss how the funding allows localities to apply for a variety of projects, but they can also apply for funding to create a resilience plan. This is what CVPDC is doing now. The first step is to create a plan. This plan will be a mix of important information that each locality can use to apply for funding. In that regard, we do look at vulnerable communities in the region and consider that as part of the plan. The program itself asks grant applicants to prioritize what are called nature-based solutions to flood risk. Kate reviewed the timeline for the project, starting with the kickoff in August of last year. Then the Berkley Group was able to meet with each locality individually and have a session to discuss what their concerns were. From those meetings, a common concern was road infrastructure. In the winter, Berkley Group compiled a lot of new data from the captured information. They also reviewed the 2020 Hazard Mitigation Plan, as it is a very important document to build upon. In the spring, Berkley Group went back with more questions, within each locality, through community engagement. Again, Berkley came away with another layer of information and now we have a finalized draft. This document will be available for Commissioners' review. Kate encouraged all members to look over the flood resilience plan and be sure local concerns have been addressed. This fall, after those comments are incorporated, the plan will be coming back for adoption.

Kate discussed the requirements for the flood resilience plan. One of the requirements is having actual projects that are coming out of the flood resilience plan. Tangible projects, that have some nature-based infrastructure where possible, can get done. The plan will include all parts of a community, regardless of socioeconomics or race. It includes coordination with other local and inter-jurisdictional projects, plans, and activities. Berkley Group has taken into consideration all the other work that the CVPDC and localities have done. It has considered climate change and the current flood mapping also.

Each locality will have its own section with a cut sheet and maps. Berkley Group believes this will make it simpler to talk about and submit for prioritized projects. The cut sheet includes details about project cost ranges, how one would implement the project, and how long it would take to complete. The included maps give not only demographic information for specific localities but also flood-area information with an overlay of roads.

Kate mentioned that it's round five of the Community Flood Preparedness Fund. If any localities are looking for funding to implement flood resilience projects, this would be a great time to get the applications in for Fall. Kelly Hitchcock commented that she would be making a one-page presentation available for each of the localities that can be shared with policy boards. If Planning District Commissioners would prefer, Kelly can come to the local Planning Commissions, Boards, and Councils during the September - November timeframe. That would give your boards enough time to review the specifics from the cut sheet for each locality based on information provided by planners, specifically where flood areas are.

#### **7. CVPDC Brownfield Redevelopment Program**

Kelly gave an overview of the Brownfield Redevelopment Program. CVPDC has received a \$500,000 grant that goes through September 2025. It has been a very successful program and provided benefits to property owners throughout the region. Currently, the PDC has spent 97% of its available funding for Phase 1, Phase 2 and Planning Initiatives. Staff did 16 Phase I PAQs and 5 Phase 2s.

While the CVPDC's resources are running out, staff is working with Karen Weber of DEQ, which has a state assessment grant. Staff is working with Karen to facilitate coordination with VBAC program to assist more property owners. Kelly proposed to request another grant for \$500,000 depending on the status of landowners' applications and the level of interest. Staff is considering applying for a cleanup grant with EPA, which has a lot of funding available. Staff will come back in the fall to share what they've learned and discuss why they think this is a valuable request for the Commission's approval. If needed, at that time staff will request authorization to apply for a grant in November for any funds that are not matched with the initial grant requests.

John Sharp made a motion for authorization to proceed on the CDPDC Brownfields redevelopment program. It was seconded by Reggie. All were in favor, and the motion passed.

#### **8. CVPDC Resolution of Support: SMART SCALE Round - 6 Applications**

Alec discussed the resolution of support for SMART SCALE round six applications. Members who are on the TPO Board already voted in support of four projects that were in the TPO footprint. Those are the urbanized areas in the city immediately around Madison Heights. Another four towns in Rustburg are outside the TPO footprint, and there are three projects that fall into the classified rural area. Those include Route 122 and Route 608 left-turn lanes at Route 64. Both of those are in Bedford County. Then in Campbell County, Route 501 passing lane improvements are included. The resolution is for support of these projects for application to the VDOT SMART SCALE funding program.

Frank made a motion of support for these projects to apply for SMART SCALE funding through VDOT. It was seconded by Drew. All were in favor, and the motion passed.

#### **9. CVPDC Virtual Meeting and Participation Policies**

Alec went on to explain the two separate policies for virtual meeting participation due to the recent change in state law. The new law changed the virtual meetings from one (1) to two (2). Additionally, if someone wants to zoom into a meeting or phone into a meeting, they can do that twice for personal reasons or if anyone has any medical reasons and they need to stay

home but want to participate in the meeting, this is allowable. Alec shared that VAPDC believes that the policy needs to be updated every year. The CVPDC has several Commissioners that have already participated virtually, and staff seeks the Commission’s interest on whether it should increase the flexibility for virtual attendance.

Frank made a motion of support for approval of this additional meeting flexibility. It was seconded by Gary Shanaberger. All were in favor, and the motion passed.

**10. Organizational Reports**

**a. Financial Report – Fiscal year 2025**

Alec reviewed the May Financial Report with the Board that was in their packets. Alec explained that there is a lot of revenue to collect at year’s end. The PDC spends money and draws it down, then requests reimbursement. Every quarter CVPDC must submit staff hours to VDOT to be reimbursed. As a result, revenues are always running behind the expenses.

Staff will provide the final report in the near future. The PDC is in good financial health with ample reserve to manage this capital. Sandy added that we are in the process of closing out the fiscal year and that we have an audit scheduled for August 5. There were no questions or comments at this time.

**b. Executive Director’s Report**

**i. Staffing**

Alec introduced Patti Lassiter, CVPDCs new finance services professional and office manager. She will be helping Sandy with payroll and Services Authority expenses, as well as assisting with office management. She and her family have relocated from Chesterfield County where she performed similar functions for the Chesterfield County School District. We are happy to have her join our team.

**ii. Safe Streets for All update**

Alec introduced the next item, Safe Streets for All. Alec reminded the board that it was proposed to put this on the PC’s agendas although it used to be part of the TPO meetings. Kelly shared a brief presentation. Staff has received federal funding from the US DOT to create safe streets and roads for all. PDC is calling this the

Central Virginia Safety Action Plan. The funding received was \$280,000 with a match of \$70,000. It’s part of the “Bipartisan Infrastructure Law.” The action plan follows the national roadway safety strategy that was established in January 2022 for the purpose of reducing fatalities and serious injuries. Kelly shared The National Circle slide.

To summarize, Kelly included Virginia’s Statewide Safety Highway Strategic Plan, which follows the federal safety program with its five safe road categories. Virginia added its unique principle that is not in the National

**Safe Systems Approach**



Source: FHWA.



Circle, which is the *supporting data* category. This category will be used to inform Smart Scale, HSIP applications, and safe roads. Kelly explained that this is a federal program, so the safety action plan in Topeka, KS, will have the same element of those five categories that are within safety action plans across the country. She brought attention to the top of the slide that says leadership commitment and goal setting. These are components as well, and include, planning structure, safety analysis, engagement and collaboration.

All this will be happening within the next 10 months with CVPDC's consultants. They plan to get out and hear from the residents and know where citizens are having problems crossing safely. As with similar federal programs, the effort will prioritize impacts where persons are most vulnerable, especially low-income areas. VDOT has found that in all regions, this is where a higher number of accidents occur. The commitment part of the safety action plan is a commitment by the locality to reduce serious injuries to approach the Vision Zero. The requirement is the setting of a target date to reach 0 or setting one or more targets to achieve significant declines in roadway fatalities and serious injuries by a specific date. Each locality must adopt some metric, and staff will be providing data to help each locality with an appropriate metric. The downside to choosing not to do this is that member local governments won't be able to go after the bigger construction funding opportunities through the USDOT programs.

Kelly reviewed the timeline for this project. Over the next several months, staff will visit the localities and review the high-injury networks. The consultants have analyzed each spot within the high-injury network. They'll break that down and share data with each locality. These will be public meetings with the consultants in attendance.

Staff are ready to start sharing the data with each locality and are excited to be having our first work meeting on August 21. Staff are looking to complete this project in May. Then the Plan will come to the Commission for adoption so each locality can apply for construction or improvement dollars at its discretion.

Kelly commented that moving forward, the information for the Safety Action Plan would be shared at the PDC meetings. However, if the group feels there is important information that needs to be addressed at the TPO meeting, it will appear at the end of the meeting.

Frank asked if the federal money that we would be applying for, is it over and above anything that VDOT already does through HSIP? Kelly responded yes, that is correct.

### **iii. Commuter Assistance Program Update**

Alec introduced the next topic, commuter assistance program which will have a presentation at the next meeting in September. The survey has been completed. We have received over 300 responses. Ada Huntsberger is the project manager for this project.

**iv. Electric Vehicle Charging Infrastructure Update**

Alec asked the Board if they wanted to discuss this at the next meeting since four commissioners had left the meeting. Due to the late hour, it was decided that the item would be presented at the next meeting in September.

**11. Selection of PDC officers for 2024-2025**

Alec moved to the next item, Selection of officers for 2024-2025. Reggie Bennett as Chair, Drew Wade as Vice Chair and Gary Shanaberger as Treasurer.

Frank thanked Richard Conner for his service as Chair. Frank made a motion to appoint Reggie Bennett as Chair, Drew Wade as Vice Chair, and Gary Shanaberger as Treasurer. These are the officers for the 2024-2025 year. The motion was seconded by Jeremy.

**12. Adjournment**

The motion to adjourn was entertained by the Chair. Frank made a motion to adjourn, and Drew seconded the motion. The meeting was adjourned at 6:37PM.

**Signature Attest of Approval**

X \_\_\_\_\_  
Alec Brebner, Secretary

\_\_\_\_\_  
Date

- b) Executive Director's Report .....Alec Brebner
  - i. Annual Audit Update
  - ii. On-Call Consultant bench update

*Staff will present items that may be of interest to the Commission. Discussion is encouraged. No action is required.*

- 9) Other Business ..... Chair
- Commissioners may address the group with items of interest to the region.

- 10) Adjournment..... Chair

## CVPDC ELECTRIC VEHICLES (EV) CHARGING INFRASTRUCTURE INITIATIVE

Your CVPDC staff is providing information and staying current on available resources, grants, and funding opportunities to support local efforts that align with national and state electric vehicle charging infrastructure initiatives. They share a summary of resources, programs, potential funding sources, and links to detailed information with your TTC members.

To qualify for funding from programs like VDOT NEVI, a partnership between site hosts, property owners, EV technology providers, and utility companies is required. To identify these partners, the Virginia Clean Cities (VCC) Coalition can assist us with stakeholder outreach efforts. For example, the VCC and CVPDC staff can connect your economic development and tourism directors or other relevant staff in your locality with EV experts and resources. This effort can help identify businesses along the NEVI corridors (Rt. 460 and Rt. 29) and gauge their interest in a partnership. The VCC can also be a neutral intermediary between site hosts, electric companies, and EV technology vendors. For this purpose, we have compiled a list of tasks and deliverables VCC will help achieve for this initiative, which can be found on the following page.

This initiative aims to develop a well-defined plan for identifying and recommending priority locations within our communities for EV charging and alternative fueling stations. A regional plan could help improve the chances of securing funding for implementation and construction and address infrastructure gaps to meet growing demand. This will advance national efforts and facilitate access to a convenient, affordable, reliable, equitable, and safe fueling and charging network in our region.

The table below lists examples of local and regional governments' approaches to advancing EV infrastructure plans. The link directs you to the full document published online.

RESOURCE	DESCRIPTION
<a href="#"><u>Virginia Beach Community Charging Plan (2023)</u></a>	City's plan outlines how it can address EV charging infrastructure deployment, based on literature, expert input, city staff contributions, public engagement, and spatial analysis. It culminates in 34 recommendations and 70 actions for the City.
<a href="#"><u>Metropolitan Washington Council of Governments</u></a>	Regional EV readiness working group and clearinghouse with resources for local governments.
<a href="#"><u>Richmond EV Initiative Readiness Plan (2013)</u></a>	Funded by DOE, it sets the stage for the region's EV adoption.
<a href="#"><u>PlanRVA Priority Climate Action Plan (2024)</u></a>	Received funding from EPA's Climate Pollution Reduction grant, currently in the survey phase for a Comprehensive Climate Action Plan.
<a href="#"><u>South Central Regional Council of Governments &amp; Live Green Connecticut Municipal EV Readiness Toolkit (2020)</u></a>	Presents results from a 12-week training series on EV readiness topics relevant to local governments.
<a href="#"><u>Kings County Association of Governments Electric Vehicle Readiness Plan (2020)</u></a>	Maps multifamily housing density in each municipality within their region as part of an initiative to ensure equitable investment in EV infrastructure.
<a href="#"><u>San Bernardino Council of Governments Zero-Emission Vehicle Readiness and Implementation Plan, California (2019)</u></a>	Details existing conditions, future infrastructure needs, and a comprehensive plan to help the region meet those needs.
<b>Flint Hills MPO EV Readiness Plan, Kansas</b>	<a href="#"><u>(website)</u></a> . In the works, and currently in the assessment and analysis phase. A timeline and the project task list are posted on their website to give an idea of the process.
<a href="#"><u>Hillsborough TPO Electric Vehicle Infrastructure Plan, Florida (2023)</u></a>	Shares result from community engagement efforts and propose policy recommendations and strategies for EV infrastructure deployment.
<a href="#"><u>Eagle County Electric Vehicle Infrastructure Plan, Colorado (2023)</u></a>	A county-focused plan that describes siting criteria and outlines the strategies intended to help the county meet its EV adoption goals.

In line with future CVPDC initiatives, we can consider including an Electric Vehicle Charging Infrastructure component in our 2050 Long-Range Transportation Plan.

## CVPDC ELECTRIC VEHICLE CHARGING INFRASTRUCTURE INITIATIVE

The following list outlines tasks and deliverables for the Virginia Clean Cities (VCC) to support and assist the CVPDC EV Charging Infrastructure Initiative, aiming to advance the region's EV infrastructure planning and deployment. VCC would provide this assistance at no cost to Central Virginia should the Planning District Commission wish to proceed.

1. Conduct research and analysis to identify and evaluate suitable locations for installing new EV charging stations, considering factors such as existing infrastructure, NEVI corridor proximity, traffic density, electrical demand, accessibility, and Justice40 benefits.
2. Provide an estimate of the costs associated with installing and maintaining EV charging infrastructure, including equipment, labor, ongoing maintenance, and electricity costs.
3. Once suitable locations are identified, coordinate outreach efforts to local businesses, organizations, and utility providers to explore potential partnerships with the local government that will support and enhance the submission and requirements of federal and state funding applications (i.e., VDOT's NEVI, FHWA's CFI, etc.)
4. Develop a comprehensive project plan for installing the identified charging stations, outlining each partner's responsibility, budget considerations, funding opportunities, and potential challenges.
5. Serve as the liaison between vendors and localities/PDC while offering *support and guidance* for accessing and navigating available resources, *preparing funding applications*, and engaging with various VCC programs as applicable (e.g., Charging Smart, Rural Reimagined, Mid-Atlantic Electrification Partnership).

Central Virginia Planning District Commission						
Budget vs Actual FY24						
Actual as of June 30, 2024						
	FY 24 Approved Budget	Actual as of 6/30/2024	Balance of Budget Available	% of Budget Used Y-T-D	Proposed 2024-2025 Budget	% Change Between FY24 & FY25
<b>OPERATIONS FUND (EXPENDITURES)</b>						
<b>SALARY</b>						
ADMINISTRATION	180,621	173,937	6,684	96.30%	189,760	5.06%
FINANCE	138,600	90,296	48,304	65.15%	142,735	2.98%
OPERATIONS	228,469	198,255	30,214	86.78%	275,253	20.48%
	547,690	462,488	85,202	84.44%	607,748	10.97%
INTERNSHIP	5,400				5,400	
PART TIME HELP	20,857	15,582	5,275	74.71%	20,872	0.07%
<b>Total Salaries &amp; Wages</b>	<b>573,947</b>	<b>478,070</b>	<b>90,477</b>	<b>83.30%</b>	<b>634,020</b>	<b>10.47%</b>
EMPLOYER COST FICA	43,907	35,527	8,380	80.91%	48,503	10.47%
EMPLOYER COST V R S	23,753	13,986	9,767	58.88%	33,690	41.83%
EMPLOYER COST HEALTH INS	116,257	91,464	24,793	78.67%	117,884	1.40%
EMPLOYER COST LIFE INS	7,733	6,223	1,510	80.48%	7,777	0.57%
WORKERS COMP	1,900	(79)	1,979	-4.15%	1,900	0.00%
<b>Total Fringe Benefits</b>	<b>193,550</b>	<b>147,121</b>	<b>46,429</b>	<b>76.01%</b>	<b>209,754</b>	<b>8.37%</b>
<b>OFFICE EXPENSES</b>						
AUDITING SERVICES	7,500	7,500	0	100.00%	11,000	46.67%
PAYROLL ACCOUNTING SERVICES	8,000	8,586	(586)	107.33%	9,000	12.50%
LEGAL SERVICES	3,000	3,054	(54)	101.80%	3,000	0.00%
LIABILITY INSURANCE	1,200	3,546	(2,346)	295.51%	3,600	200.00%
CONTRACTUAL SERVICES -	35,000	21,929	13,071	62.66%	22,000	-37.14%
ADVERTISING	1,500	256	1,244	17.06%	1,500	0.00%
POSTAGE	600	1,521	(921)	253.53%	1,000	66.67%
TELEPHONE	6,000	8,911	(2,911)	148.51%	7,300	21.67%
INTERNET SERVICES	1,000	2,170	(1,170)	217.02%	2,600	160.00%
OFFICE SUPPLIES	5,000	3,147	1,853	62.95%	5,000	0.00%
PRINTING & BINDING	1,000	-	1,000	0.00%	1,000	0.00%
TRAVEL	10,000	3,360	6,640	33.60%	10,000	0.00%
SPECIAL MEETINGS	5,000	5,321	(321)	106.42%	5,000	0.00%
EDUCATION & TRAINING	5,000	3,134	1,866	62.68%	5,000	0.00%
DUES, SUBSCRIPTIONS	10,000	8,492	1,508	84.92%	10,000	0.00%
PUBLICATIONS	500	132	368	26.40%	500	0.00%
MISCELLANEOUS EXPENSES	1,000	1,031	(31)	103.15%	1,000	0.00%
FURNITURE & FIXTURES	1,000	-	1,000	0.00%	1,000	0.00%
RENTAL OFFICE EQUIPMENT	4,000	3,349	651	83.71%	4,000	0.00%
OFFICE RENT	71,314	71,314	(0)	100.00%	74,219	4.07%
PARKING	1,200	1,230	(30)	102.50%		-100.00%
CONTINGENT 2% SALARY INCREASE	10,297		10,297	0.00%		-100.00%
COMPUTER MAINTENANCE/SOFTWARE	12,000	20,142	(8,142)	167.85%	25,000	108.33%
<b>Total Office Expenses</b>	<b>201,111</b>	<b>178,126</b>	<b>22,985</b>	<b>88.57%</b>	<b>202,719</b>	<b>0.80%</b>
<b>Total Operations Expenses</b>	<b>968,608</b>	<b>803,317</b>	<b>159,891</b>	<b>82.94%</b>	<b>1,046,493</b>	<b>8.04%</b>

Central Virginia Planning District Commission						
Budget vs Actual FY24						
Actual as of June 30, 2024						
	FY 24 Approved Budget	Actual as of 6/30/2024	Balance of Budget Available	% of Budget Used Y-T-D	2024-2025 Budget	% Change Between FY24 & FY25
<b>Total Operations Expenses (from Page 1)</b>	<b>968,608</b>	<b>803,317</b>	<b>159,891</b>	82.94%	<b>1,046,493</b>	8.04%
<b>Direct Project Expenses</b>						
Agribusiness Planning - TRRC					2,500	
Agribusiness Planning - VDACS					50,000	
Altavista Planning Grant - CDBG					450	
Altavista Streambank Stabilization					400	
Amherst Co. Madison Heights PG					0	
Appomattox Church Street Water Line	300	109	191	36.45%	100	-66.67%
Appomattox CVCC Welding - GO Virginia					-	
Appomattox CVCC Welding -TRRC					-	
Bedford Town CDBG (Hilltop) - Phase II		353			-	
Bedford Town CDBG (Hilltop) - Phase I	700	3,609	(2,909)	515.54%	450	-35.71%
CEDS	49,000	-	49,000	0.00%	50,000	2.04%
Brownfields Assessment - EPA	160,000	404,547	(244,547)	252.84%	15,000	-90.63%
CVCC-CTE GoVA	13,939	-	13,939	0.00%	-	-100.00%
Chesapeake Bay WIP III - DEQ	4,000	453	3,547	11.34%	40,000	900.00%
DCR CFPF Resiliency Plan	60,000	46,300	13,700	77.17%	-	-100.00%
DRPT / FTA	90,000	3,573	86,427	3.97%	160,150	77.94%
FEMA Hazard Mitigation Plan					25,000	
Housing Forward		19,148	(19,148)			
National Fish & Wildlife Middle James Proj	40,000				73,000	82.50%
Pamplin Lead Assessment					200	
Regional Radio Board	1,000	-	1,000	0.00%	-	-100.00%
RideSolutions/DRPT CAP	8,216	7,271	945	88.50%	19,075	132.17%
RideSolutions Mobility	8,000	-	8,000			
US DOT Safe Streets & Roads for All (SS4A)	160,000	71	-		262,500	
VDOT - PL	320,000	116,766	203,234	36.49%	251,518	-21.40%
VDOT - Rural	3,000	3,512	(512)	117.05%	7,250	141.67%
Virginia Housing	100	23	77	23.00%	-	-100.00%
SCRC	0	896	(896)	#DIV/0!	1,000	#DIV/0!
WIOA	544,004		544,004			
<b>Total Direct Project Expenses</b>	<b>1,462,259</b>	<b>606,631</b>	<b>112,048</b>	41.49%	<b>958,593</b>	-34.44%
<b>TOTAL OPERATING &amp; DIRECT PROJECT EXPENSES</b>	<b>\$2,430,867</b>	<b>1,409,948</b>	<b>\$271,939</b>	58.00%	<b>\$2,005,086</b>	-17.52%
<b>Pass Thru Expenses</b>						
Regional Radio Board	1,248,668	1,294,669	(46,001)	103.68%	1,490,940	19.40%
Virginia Housing	1,300,000	665,366			948,000	
WIOA	1,135,000	1,226,650	(91,650)	108.07%	1,100,950	-3.00%
<b>Total Pass Thru Expenses</b>	<b>\$3,683,668</b>	<b>3,186,685</b>	<b>(\$137,651)</b>	86.51%	<b>\$3,539,890</b>	-3.90%
<b>Total Expenses</b>	<b>\$6,114,535</b>	<b>4,596,633</b>	<b>\$134,288</b>	75.18%	<b>\$5,544,976</b>	-9.31%

Central Virginia Planning District Commission						
Budget vs Actual FY24						
Actual as of June 30, 2024						
	FY 24 Approved Budget	Actual as of 6/30/2024	Balance of Budget Available	% Of Budget Received	2024-2025 Budget	% Change Between FY24 & FY25
<b>Revenues</b>						
<b>OPERATIONS FUND (REVENUE)</b>						
Dues	175,688	175,688	0	100.00%	184,132	4.81%
DHCD	89,971	89,971	0	100.00%	114,971	27.79%
Miscellaneous Revenue	0	0	0			
<b>Total Operations Revenue</b>	<b>265,659</b>	<b>265,659</b>	<b>0</b>	<b>100.00%</b>	<b>299,103</b>	<b>12.59%</b>
<b>Direct Project Revenues</b>						
Agribusiness Planning - TRRC					20,000	
Agribusiness Planning - VDACS					35,000	
Altavista Planning Grant - CDBG					11,500	
Altavista Streambank Stabilization					7,000	
Amherst Co. Madison Heights PG					11,500	
Appomattox Church Street Water Line	10,000	4,300	5,700	43.00%	7,500	-25.00%
Appomattox CVCC Welding - Go VA					7,500	
Appomattox CVCC Welding - TRRC					5,000	
Bedford Town CDBG (Hilltop) - Phase II					33,333	
Bedford Town CDBG (Hilltop) - Phase I	46,250	16,228	30,022	35.09%	26,500	-42.70%
CEDS	30,000	-	30,000	0.00%	30,000	0.00%
Brownfields - EPA	203,500	415,995	(212,495)	204.42%	20,000	-90.17%
Chesapeake Bay WIP III - DEQ	35,000	43,500	(8,500)	124.29%	58,000	65.71%
DCR CFPF Resiliency Plan	54,000		54,000	0.00%		-100.00%
DRPT / FTA	131,879	59,458	72,421	45.09%	263,250	99.61%
FEMA Hazard Mitigation Plan					55,000	
Housing Forward		99,311				
National Fish & Wildlife Middle James Proj	44,000	-	44,000	0.00%	75,000	70.45%
Pamplin Lead Assessment					6,000	
Regional Radio Board	34,000	35,257	(1,257)	103.70%	36,000	5.88%
Region 2000 Services Authority	182,700	99,600	83,100	54.52%	164,000	-10.24%
RideSolutions/DRPT Cap	51,200	19,775	31,425	38.62%	51,200	0.00%
Ride Solutions Mobility	14,000	-	14,000	0.00%		-100.00%
US DOT Safe Streets & Roads for All (SS4A)	160,000	-	160,000	0.00%	210,000	31.25%
VDOT-PL	445,851	194,462	251,389	43.62%	362,700	-18.65%
VDOT-Rural	58,000	56,362	1,638	97.18%	58,000	0.00%
Virginia Housing	50,000	26,347	23,653	52.69%	50,000	0.00%
SCRC LDD		19,575			22,000	
WIOA	609,004	36,985	572,019	6.07%	70,000	-88.51%
<b>Total Direct Project Revenues</b>	<b>2,159,384</b>	<b>1,127,154</b>	<b>1,151,116</b>	<b>52.20%</b>	<b>1,695,983</b>	<b>-21.46%</b>
Interest	6,000	16,671	(10,671)	277.85%	10,000	66.67%
<b>TOTAL OPERATIONS &amp; DIRECT PROJECT REVENUES</b>	<b>2,431,043</b>	<b>1,409,483</b>	<b>1,140,445</b>	<b>57.98%</b>	<b>2,005,086</b>	<b>-17.52%</b>
<b>Surplus/(Use of Fund) Balance</b>	<b>176</b>	<b>(464)</b>	<b>868,507</b>	<b>-263.72%</b>	<b>0</b>	<b>-99.93%</b>
<b>Funding from Fund Balance</b>						
CVCC-CTE	0		0	#DIV/0!		#DIV/0!
CEDS	30,000	-	30,000	0.00%		-100.00%
<b>Funding from Fund Balance</b>	<b>30,000</b>	<b>-</b>	<b>30,000</b>	<b>0.00%</b>	<b>0</b>	<b>-100.00%</b>
	<b>\$30,176</b>	<b>(\$464)</b>	<b>\$898,507</b>	<b>-1.54%</b>	<b>\$0</b>	<b>-100.00%</b>
<b>Pass Thru Revenue</b>						
Regional Radio Board	1,248,668	1,455,790	(207,122)	116.59%	1,434,981	
Virginia Housing	1,300,000	665,366			948,000	
WIOA	1,135,000	1,227,901	(92,901)	108.19%	1,100,950	
<b>Total Pass Thru Revenues</b>	<b>\$3,683,668</b>	<b>\$3,349,057</b>	<b>(\$300,023)</b>	<b>90.92%</b>	<b>\$3,483,931</b>	
<b>Total Revenue</b>	<b>6,144,711</b>	<b>4,758,541</b>	<b>870,423</b>	<b>77.44%</b>	<b>5,489,017</b>	<b>-10.67%</b>
<b>Net Surplus/(Use of Fund) Balance</b>	<b>30,176</b>	<b>161,908</b>	<b>(131,732)</b>		<b>(55,959)</b>	<b>-285.44%</b>
<b>Local Government Investment Pool (LGIP) Balance</b>	<b>311,804</b>					



Central Virginia Planning District Commission				
Budget vs Actual FY25				
Actual as of July 31, 2024				
	<u>FY 25 Approved Budget</u>	<u>Actual as of 7/31/2024</u>	<u>Balance of Budget Available</u>	<u>% of Budget Used Y-T-D</u>
<b>OPERATIONS FUND (EXPENDITURES)</b>				
<b>SALARY</b>				
ADMINISTRATION	189,760	12,180	177,580	6.42%
FINANCE	142,735	11,895	130,840	8.33%
OPERATIONS	275,253	18,354	256,899	6.67%
	607,748	42,429	565,319	6.98%
INTERNSHIP	5,400		5,400	
PART TIME HELP	20,872	1,177	19,695	5.64%
<b>Total Salaries &amp; Wages</b>	<b>634,020</b>	<b>43,607</b>	<b>590,413</b>	<b>6.88%</b>
EMPLOYER COST FICA	48,503	3,185	45,318	6.57%
EMPLOYER COST V R S	33,690	1,159	32,531	3.44%
EMPLOYER COST HEALTH INS	117,884	10,982	106,902	9.32%
EMPLOYER COST LIFE INS	7,777	474	7,303	6.09%
WORKERS COMP	1,900	299	1,601	15.74%
<b>Total Fringe Benefits</b>	<b>209,754</b>	<b>16,100</b>	<b>193,654</b>	<b>7.68%</b>
<b>OFFICE EXPENSES</b>				
AUDITING SERVICES	11,000		11,000	0.00%
PAYROLL ACCOUNTING SERVICES	9,000	763	8,237	8.47%
LEGAL SERVICES	3,000		3,000	0.00%
LIABILITY INSURANCE	3,600	3,590	10	99.72%
CONTRACTUAL SERVICES -	22,000	340	21,660	1.55%
ADVERTISING	1,500	200	1,300	13.33%
POSTAGE	1,000	207	793	20.70%
TELEPHONE	7,300	730	6,570	10.00%
INTERNET SERVICES	2,600		2,600	0.00%
OFFICE SUPPLIES	5,000	865	4,135	17.30%
PRINTING & BINDING	1,000		1,000	0.00%
TRAVEL	10,000	918	9,082	9.18%
SPECIAL MEETINGS	5,000	107	4,893	2.13%
EDUCATION & TRAINING	5,000		5,000	0.00%
DUES, SUBSCRIPTIONS	10,000	3,085	6,915	30.85%
PUBLICATIONS	500		500	0.00%
MISCELLANEOUS EXPENSES	1,000	22	978	2.20%
FURNITURE & FIXTURES	1,000		1,000	0.00%
RENTAL OFFICE EQUIPMENT	4,000	265	3,735	6.63%
OFFICE RENT	74,219	6,019	68,200	8.11%
COMPUTER MAINTENANCE/SOFTWARE	25,000	3,077	21,923	12.31%
<b>Total Office Expenses</b>	<b>202,719</b>	<b>20,187</b>	<b>182,532</b>	<b>9.96%</b>
<b>Total Operations Expenses</b>	<b>1,046,493</b>	<b>79,894</b>	<b>966,599</b>	<b>7.63%</b>

Central Virginia Planning District Commission				
Budget vs Actual FY25				
Actual as of July 31, 2024				
	<u>FY 25</u> <u>Approved</u> <u>Budget</u>	<u>Actual</u> <u>as of</u> <u>7/31/2024</u>	<u>Balance of</u> <u>Budget</u> <u>Available</u>	<u>% of Budget</u> <u>Used Y-T-D</u>
<b>Total Operations Expenses (from Page 1)</b>	<b>1,046,493</b>	<b>79,894</b>	<b>966,599</b>	<b>7.63%</b>
<b>Direct Project Expenses</b>				
Agribusiness Planning - TRRC	2,500		2,500	0.00%
Agribusiness Planning - VDACS	50,000		50,000	0.00%
Altavista Planning Grant - CDBG	450		450	0.00%
Altavista Streambank Stabilization	400		400	0.00%
Amherst Co. Madison Heights PG			0	#DIV/0!
Appomattox Church Street Water Line	100	110	(10)	109.69%
Appomattox CVCC Welding - GO Virginia			0	#DIV/0!
Appomattox CVCC Welding - TRRC			0	#DIV/0!
Bedford Town CDBG (Hilltop) - Phase II			0	#DIV/0!
Bedford Town CDBG (Hilltop) - Phase I	450	668	(218)	148.49%
CEDS	50,000	-	50,000	0.00%
Brownfields Assessment - EPA	15,000	1,606	13,394	10.71%
CVCC-CTE GoVA	0		0	#DIV/0!
Chesapeake Bay WIP III - DEQ	40,000		40,000	0.00%
DCR CFPF Resiliency Plan	0	1,203	(1,203)	#DIV/0!
DRPT / FTA	160,150		160,150	0.00%
FEMA Hazard Mitigation Plan	25,000		25,000	0.00%
National Fish & Wildlife Middle James Proj	73,000		73,000	0.00%
Pamplin Lead Assessment	200		200	0.00%
Regional Radio Board	0	-	0	#DIV/0!
RideSolutions/DRPT CAP	19,075	85	18,990	0.44%
US DOT Safe Streets & Roads for All (SS4A)	262,500		262,500	0.00%
VDOT - PL	251,518	12,441	239,077	4.95%
VDOT - Rural	7,250		7,250	0.00%
Virginia Housing	0		0	#DIV/0!
SCRC	1,000		1,000	-
WIOA	-		-	
<b>Total Direct Project Expenses</b>	<b>958,593</b>	<b>16,112</b>	<b>942,481</b>	<b>1.68%</b>
<b>TOTAL OPERATING &amp; DIRECT PROJECT EXPENSES</b>	<b>\$2,005,086</b>	<b>96,006</b>	<b>\$1,909,080</b>	<b>4.79%</b>
<b>Pass Thru Expenses</b>				
Regional Radio Board	1,490,940	57,388	1,433,552	3.85%
Virginia Housing	948,000	54,460	893,540	5.74%
WIOA	1,100,950	82,812	1,018,138	7.52%
<b>Total Pass Thru Expenses</b>	<b>\$3,539,890</b>	<b>194,660</b>	<b>\$3,345,230</b>	<b>5.50%</b>
<b>Total Expenses</b>	<b>\$5,544,976</b>	<b>290,666</b>	<b>\$5,254,310</b>	<b>5.24%</b>

Central Virginia Planning District Commission				
Budget vs Actual FY25				
Actual as of July 31, 2024				
	<u>FY 25 Approved Budget</u>	<u>Actual as of 7/31/2024</u>	<u>Balance of Budget Available</u>	<u>% Of Budget Received</u>
<b>Revenues</b>				
<b>OPERATIONS FUND (REVENUE)</b>				
Dues	184,132	184,132	0	100.00%
DHCD	114,971		114,971	0.00%
Miscellaneous Revenue	0	0	0	
<b>Total Operations Revenue</b>	<b>299,103</b>	<b>184,132</b>	<b>114,971</b>	<b>61.56%</b>
<b>Direct Project Revenues</b>				
Agribusiness Planning - TRRC	20,000		20,000	0.00%
Agribusiness Planning - VDACS	35,000		35,000	0.00%
Altavista Planning Grant - CDBG	11,500		11,500	0.00%
Altavista Streambank Stabilization	7,000		7,000	0.00%
Amherst Co. Madison Heights PG	11,500		11,500	0.00%
Appomattox Church Street Water Line	7,500		7,500	0.00%
Appomattox CVCC Welding - Go VA	7,500		7,500	0.00%
Appomattox CVCC Welding - TRRC	5,000		5,000	0.00%
Bedford Town CDBG (Hilltop) - Phase II	33,333		33,333	0.00%
Bedford Town CDBG (Hilltop) - Phase I	26,500	11,881	14,619	44.83%
CEDS	30,000		30,000	0.00%
Brownfields - EPA	20,000	1,606	18,394	8.03%
Chesapeake Bay WIP III - DEQ	58,000		58,000	0.00%
DRPT / FTA	263,250		263,250	0.00%
FEMA Hazard Mitigation Plan	55,000		55,000	0.00%
National Fish & Wildlife Middle James Proj	75,000	-	75,000	0.00%
Pamplin Lead Assessment	6,000		6,000	0.00%
Regional Radio Board	36,000		36,000	0.00%
Region 2000 Services Authority	164,000	11,700	152,300	7.13%
RideSolutions/DRPT Cap	51,200		51,200	0.00%
US DOT Safe Streets & Roads for All (SS4A)	210,000		210,000	0.00%
VDOT-PL	362,700		362,700	0.00%
VDOT-Rural	58,000		58,000	0.00%
Virginia Housing	50,000	5,023	44,977	10.05%
SCRC LDD	22,000		22,000	0.00%
WIOA	70,000	10,496	59,504	14.99%
<b>Total Direct Project Revenues</b>	<b>1,695,983</b>	<b>40,707</b>	<b>1,655,276</b>	<b>2.40%</b>
Interest	10,000	1,442	8,558	14.42%
<b>TOTAL OPERATIONS &amp; DIRECT PROJECT REVENUES</b>	<b>2,005,086</b>	<b>226,281</b>	<b>1,778,805</b>	<b>11.29%</b>
<b>Surplus/(Use of Fund) Balance</b>	<b>0</b>	<b>130,275</b>	<b>(130,275)</b>	<b>#DIV/0!</b>
<b>Funding from Fund Balance</b>				
<b>Pass Thru Revenue</b>				
Regional Radio Board	1,434,981	1,059,574	375,407	73.84%
Virginia Housing	948,000	54,460	893,540	
WIOA	1,100,950	20,000	1,080,950	1.82%
<b>Total Pass Thru Revenues</b>	<b>\$3,483,931</b>	<b>\$1,134,034</b>	<b>\$2,349,897</b>	<b>32.55%</b>
<b>Total Revenue</b>	<b>5,489,017</b>	<b>1,360,315</b>	<b>4,128,702</b>	<b>24.78%</b>
<b>Net Surplus/(Use of Fund) Balance</b>	<b>(55,959)</b>	<b>1,069,649</b>	<b>(1,125,608)</b>	
<b>Local Government Investment Pool (LGIP) Balance</b>	<b>311,804</b>			



**Central Virginia Planning  
District Commission**  
828 Main Street, 12<sup>th</sup> Floor  
Lynchburg, VA 24504  
Office: (434) 845-3491  
cvpdc.org

## Staff Report

### Special Guests

#### **Emily Stock, Director of Rail Transportation, Va. Department of Rail and Public Transportation**

Emily is leading the Central Virginia Rail Economic Development Study. A budget amendment from the General Assembly funds the project, which follows up a study of prospective inland port locations in Central and Southwest Virginia.

Emily Stock, AICP, serves as the Chief of Rail Transportation, providing leadership for freight and passenger rail planning and policy development as well as DRPT's freight rail grant programs and initiatives. She collaborates with partner agencies, railroads, and neighboring states to develop programs with maximum benefit and a realistic implementation strategy. Ms. Stock serves as the Commonwealth's representative on the American Association of State Highway and Transportation Officials' Council on Rail Transportation and on the Technical Committee of the Southeast Rail Corridor Commission.

Ms. Stock has over 15 years with the Commonwealth between her previous role as DRPT's Manager of Rail Planning and Business Development Manager for the Virginia Economic Development Partnership, where she matched growing industries with the best locations in Virginia for manufacturing and logistics, including rail-served sites.

Ms. Stock has a Master of Planning degree from the University of Virginia and a Bachelor of Science in Geology from James Madison University.

#### **Donna Vincent, Executive Director, Greater Lynchburg Habitat for Humanity**

Virginia Housing (formerly VHDA) granted \$2 million to the Central Virginia Planning District Commission for investment in affordable housing. The CVPDC has funded construction of owner- and renter-occupied houses, townhouses, and apartments in four localities. These resources contribute to a portfolio of funding for nine new homes on Knott Street in Lynchburg.

Greater Lynchburg Habitat for Humanity Executive Director Donna Vincent will speak to the Commission about her organization's experience developing residential real estate and building homes on Knott Street.

### CVPDC Flood Resilience Plan 2024

By Kelly Hitchcock ([Kelly.Hitchcock@CVPDC.org](mailto:Kelly.Hitchcock@CVPDC.org))

The CVPDC received a \$54,000 Virginia Community Flood Preparedness Fund (CFPF) from the Virginia Department of Conservation and Recreation (DCR), matched by \$6,000 in local funds, to inventory and evaluate areas prone to stormwater flooding issues and establish strategies to mitigate impact. Completion of a flood resilience planning process, according to DCR CFPF requirements, approved by a regional entity and locality provides eligibility to apply for CFPF construction grant funds to implement projects. The Berkley Group was procured to develop the regional resiliency plan.

The CVPDC Flood Resilience Plan 2024 (CVPDC Resilience Plan) seeks to increase resiliency – the ability of communities, infrastructure and ecosystems to withstand, adapt to, or quickly recover impacts from all forms of flooding, including but not limited to riverine, pluvial or heavy rain, and stormwater flooding. The Regional Resiliency Plan was developed in coordination and cooperation of locality staff and area stakeholders and included consultant-led interviews, focus-group sessions, and locality staff review throughout.

The CVPDC Flood Resilience Plan 2024 focuses primarily on addressing threats from flooding, a DCR CFPF program-focus requirement. The CVPDC Resilience Plan stakeholders noted impacts of extreme heat especially for the region’s vulnerable communities. The Plan therefore includes evaluation and recommendation for extreme heat mitigation factors. The CVPDC Resilience Plan builds on the 2020 CVPDC Hazard Mitigation Plan, utilizing data and building on goals and recommended mitigation actions. Finally, the CVPDC Flood Resilience Plan has been developed such that each locality can adopt the full document or the single locality chapter as a unique document and integrate into local plans.

## Resilience Action Prioritization Matrix

A CVPDC Flood Resilience Plan 2024 includes an action matrix for prioritized flood and heat mitigation strategies for each locality. Additionally, a more detailed implementation recommendation summary is presented for identified priority projects.

**Amherst County**
**75** Action Score

Stream Restoration and Nature-Based Solutions

**Action Description**  
Evaluate stream conditions and implement streambank stabilization and green infrastructure to promote natural function and mitigate riverine flooding, impacts of dam failure, and stormwater at the following locations: Williams Run, Lowesville, Monacan Park, Peddler river at Buffalo Spring, Ware’s Gap Road near Puppy Creek.

**Key Steps for Implementation**

1. Field investigation of current stream conditions
2. Assessment of stream and riverine capacity and flooding under future climate conditions.
3. Identification of priority project areas and coordination with private owners.
4. Implementation of restoration and green infrastructure solutions along stream and areas of known flooding

**Action Lead**  
Department of Public Works

**Supporting Partners**

- Private property owners abutting waterways
- CVPDC
- Amherst Watershed Coordinator for the Robert E. Lee Soil and Water Conservation District

**Ease of Implementation**

Locality can complete in-house.

Requires locality to hire a staff person.

Requires hiring a technical consultant.

**Measure of Success**

- Reduction of stormwater and riverine flooding
- Monitored and improved water quality and stream health
- Restoration of riverine vegetative buffer zones
- More agreements with private property owners to create conservation easements

**Legend**

<b>Action Initiation Timeframe</b>	<b>Cost*</b>	<i>*Cost associated with the actions refers to how much it is expected to cost the Town to implement. This does not include costs for ongoing maintenance.</i>
Short: 0-2 years	\$: less than 10k	\$\$\$\$: 500k-2mil
Medium: 3-6 years	\$\$: 10-50k	\$\$\$\$\$: 2 mil+
Long: 7+ years	\$\$\$: 50-500k	

**Action Initiation Timeframe**

Short      Medium      Long

**Resilience Considerations**  
Stream restoration and nature-based solutions will be located and implemented based on information from a hydraulic and hydrologic model that shows impact on reducing flooding. Nature-based solutions can also help reduce urban heat island impacts.

**Co-Benefits & Equity Considerations**  
Cost-sharing with private property owners to help improve their properties and reduce flooding through conservation measures. Prioritized flood-prone areas in which socially vulnerable populations also live.

**Cost**  
**\$\$\$-\$\$\$\$**

1. Field Investigations: 30,000 - 100,000 (dependent on total acreage investigated)
2. Hydraulic and Hydrologic Modeling: 50,000-150,000 (dependent on total acreage investigated)
3. Identify Priority Projects: 50,000-100,000 (dependent on number of projects)
4. Design of Nature-Based Solutions: 150,000-250,000 (dependent on number of designs)
5. Construction and Implementation: 250,000-1,000,000 (dependent on scope of projects)

**Possible Funding Sources**  
Virginia Department of Environmental Quality Local Stormwater Assistance Fund, Virginia Community Flood Preparedness Fund

## Adoption Process

Consultants from the Berkley Group introduced findings and plan content at the Commission's July 18 meeting. The Draft CVPDC Flood Resilience Plan 2024 will be provided to the Commission and made available for public review and comment beginning Monday, August 22, 2024. The document is [available on the CVPDC website](#) along with information available for posting on locality websites for a 30-day comment period.

The final CVPDC Flood Resilience Plan 2024 appears before the CVPDC for consideration of approval at its regular September 19, 2024, meeting. Additionally, CVPDC staff will provide a CVPDC Flood Resilience Plan overview and tailored locality strategy summary and work to support locality approval as requested in Autumn 2024.

## CV Commuter Assistance Program Strategic Plan

By Ada Hunsberger ([Ada.Hunsberger@CVPDC.org](mailto:Ada.Hunsberger@CVPDC.org))

Over the past year, Ada Hunsberger has been working with our local and state partners to rebrand and expand our existing commuter assistance program. The new program, called *Central Virginia Commuter Services* will provide resources to both commuters and local employers to encourage and facilitate the use of alternative modes of transportation in the region including carpooling, vanpooling, transit and biking/walking. Ada is working with Stimulus Advertising to develop a new website and materials to promote our new Central Virginia Commuter Services program.

CVPDC applies yearly for grant funding from DRPT to operate this program. This past year, DRPT instituted a new requirement that all grant recipients have a strategic plan for their Commuter Assistance Program; therefore, Ada has worked with local stakeholders and our state partners to develop the 2025-2029 Commuter Assistance Program Strategic Plan. This plan outlines the operating services and resources needed to operate the program in the most cost-effective manner.

The Transportation Technical Committee, DRPT, and VDOT have all reviewed the plan. A thirty-day public comment period will commence on Monday, September 23, and end on October 25, 2024. DRPT requires the plan to be adopted by November 24, 2024, to ensure eligibility of the Commuter Assistance Program for grant funding in FY26.

The program's new website is [CVCommuterServices.org](http://CVCommuterServices.org) (where "CV" stands for Central Virginia). The draft plan is [available on the site here](#). Similar to the Flood Resilience Plan, the CAP Strategic Plan will be introduced to the Commission, go out for public inspection, and appear on the next regular meeting agenda for adoption. The next meeting is scheduled for November 21, 2024.

## Electric Vehicles (EV) Charging Infrastructure Initiative

CVPDC Senior Planner Mariel Fowler will present research and opportunities for electric vehicle charging infrastructure. The following reports support her presentation. They describe how the topic can be folded into CVTPO activities and how Virginia Clean Cities could assist the CVPDC.